

# TOWN OF DUNSTABLE



## ANNUAL REPORT 2004

PLEASE BRING THIS REPORT WITH YOU  
TO THE  
ANNUAL TOWN MEETING  
7:00 P.M.  
MAY 9, 2005

*This year's Dunstable Town Report is  
dedicated to  
Helene Morgan Babcock*



*H*elene Morgan Babcock was born to William Rice Morgan and Lillian Simmington Morgan in Dunstable on January 27, 1927. She was the 12th of 17 children. She attended and graduated from the Union School and was a member of the Dunstable 4-H Club and Girl Scouts.

In 1923, four years before Helene was born, fire destroyed the family home. During the period of rebuilding, residents of Dunstable took the family into their homes. This gesture of community kindness was never forgotten by Helene's mother; she reminded her children to "please remember the kindness of Dunstable."

After graduating from the Union School and the death of her mother, Helene moved to Rowley Massachusetts in 1941 where she later met and married Alfred L. Babcock. Helene Morgan Babcock died on August 10, 1997.

Honoring her mother's wishes to give back some of Dunstable's generosity towards her family, she bestowed her entire estate to the Town of Dunstable for scholarships for graduating seniors. It was the will of Helene Morgan and Alfred Babcock to make a difference in the lives of future generations by establishing The Helene Morgan Babcock and Alfred L. Babcock Memorial Scholarship for the benefit of deserving young adults. The 1<sup>st</sup> annual scholarship will be awarded in Spring 2005.

# INDEX

Accountant	
Balance Sheet – Combined All Funds & Groups .....	77
Balance Sheet – Trust Funds .....	79
Capital Projects Balance Sheet .....	80
Expendable Trust Funds .....	81
Expense Report – General Fund .....	82
Expense Report – Other Funds .....	87
Schedule of Departmental Payments .....	88
Special Revenue Funds .....	97
Statement of Long Term Debt .....	98
Statement of Revenue – Budget vs. Actual .....	99
Water Enterprise Fund .....	101
Assessors, Board of .....	50
Building Inspector .....	65
Cemetery Commission .....	103
Conservation Commission .....	104
Council on Aging .....	102
Elections	
Presidential Primary, March 2, 2004 .....	15
Annual Caucus, April 1, 2004 .....	17
Annual Town Election, May 17, 2004 .....	44
State Primary, September 14, 2004 .....	46
State Election, November 2, 2004 .....	49
Special Town Election, November 15, 2004 .....	49
Emergency Medical Services .....	106
Fire Department .....	57
Gas Inspector .....	61
Health, Board of .....	72
Librarian .....	54
Library Trustees .....	55
Officers and Staff of the Town of Dunstable .....	4
Planning Board .....	108
Plumbing Inspector .....	63
Police Department .....	73
Road Commission .....	109
Schools	
Groton-Dunstable Regional School District .....	111
Greater Lowell Technical High School District .....	122
Peter Twomey Youth Center .....	132
Groton-Dunstable Alliance for Youth .....	132
Selectmen, Board of .....	12
Summer Concert Committee .....	135
Tax Collector .....	52
Town Budget .....	136
Town Clerk's Report .....	13
Town Meetings	
Special Town Meeting, May 10, 2004 .....	18
Annual Town Meeting, May 10, 2004 .....	19
Annual Town Meeting Adjourned, May 12, 2004 .....	38
Special Town Meeting, October 25, 2004 .....	47
Town Warrant, Special Town Meeting & Annual Town Meeting, May 9, 2005 .....	137
Water Commissioners .....	110
Wiring Inspector .....	58

# **ELECTED OFFICERS OF THE TOWN OF DUNSTABLE - 2004**

## **Selectmen**

ROBERT F. NELSON  
SUSAN K. PSALEDAKIS  
TED GAUDETTE

Term Expires 2005  
Term Expires 2006  
Term Expires 2007

## **Assessors**

GEORGE A. FROST  
ROBERT RICARDELLI  
ROBERT E. KENNEDY

Term Expires 2005  
Term Expires 2006  
Term Expires 2007

## **Board of Health**

MARIA E. AMODEI  
ROBERT E. PARKIN  
WILLIAM B. MOELLER

Term Expires 2005  
Term Expires 2006  
Term Expires 2007

## **Tax Collector & Town Treasurer**

BONNIE S. RICARDELLI

Term Expires 2005

## **Town Clerk & Clerk of Registrars**

CAROL A. SKERRETT

Term Expires 2007

## **Board of Road Commissioners**

EDWARD T. FAHY  
MICHAEL MARTIN  
JAMES F. REGAN

Term Expires 2005  
Term Expires 2006  
Term Expires 2007

## **Town Moderator**

ANNE J. FARINA

Term Expires 2005

## **Tree Warden**

GERALD W. SIMMONS

Term Expires 2005

## **Constables**

PATRICK K. MURPHY  
SEAN G. READY

Term Expires 2005  
Term Expires 2005

## **Greater Lowell Reg. Voc. Tech. School**

DAVID E. TULLY

Term Expires 2006

## **Groton-Dunstable Reg. School District**

FRANCIS D. O'CONNELL  
ALAN E. VERVAEKE

Term Expires 2006  
Term Expires 2005

\* Resigned

### **Trustees Public Library**

ANNE MARIE PAQUIN  
CATHERINE E. BENCE  
JOHN CALLAHAN

Term Expires 2005  
Term Expires 2006  
Term Expires 2007

### **Cemetery Commissioners**

PHYLLIS ROOTOVICH  
DAVID R. HARDMAN  
JUDITH K. LARTER

Term Expires 2005  
Term Expires 2006  
Term Expires 2007

### **Water Commissioners**

KARL J. HUBER, JR.  
PETER J. GEORGES  
DAVID W. WELLINGTON

Term Expires 2005  
Term Expires 2006  
Term Expires 2007

### **Park Commissioners**

FRANCIS A. WRIGHT, JR.  
DAVID G. BARKER\*  
MICHAEL F. PALUMBO

Term Expires 2005  
Term Expires 2006  
Term Expires 2007

### **Planning Board**

JUDITH K. LARTER  
ANNE J. FARINA  
GEORGE J. BASBANES  
BRETT A. ROCK  
WILLARD J. GOLDTHWAITE, JR

Term Expires 2005  
Term Expires 2006  
Term Expires 2007  
Term Expires 2008  
Term Expires 2009

### **Commissioners of Trust Funds**

LINDA E. CHASE  
CAROL A. SKERRETT  
MARY BETH PALLIS

Term Expires 2005  
Term Expires 2006  
Term Expires 2007

### **Commissioners to Expend Proctor & Parkhurst Trust Funds**

DANICE N. PALUMBO  
MARGERY E. KIMPTON  
PHILIPPE R. JUSSAUME  
RUTH TULLY  
PAM CROCKER

Term Expires 2005  
Term Expires 2006  
Term Expires 2007  
Term Expires 2008  
Term Expires 2009

### **Commissioners to Expend Parkhurst Free Lecture Funds**

JANET WALDMAN  
JULIE ANN SPANG  
PAM CROCKER  
BETH DAHLBERG-FAULKNER  
JOAN M. SIMMONS

Term Expires 2005  
Term Expires 2006  
Term Expires 2007  
Term Expires 2008  
Term Expires 2009

### **Advisory Board**

JOSEPH P. DEAN	Term Expires 2005
DANA E. METZLER	Term Expires 2005
DANIEL ST. JEAN	Term Expires 2006
DAVID E. WALLACE	Term Expires 2006
RICHARD W. SILVERIA	Term Expires 2007
HAROLD K. SIMMONS	Term Expires 2007

## **APPOINTED OFFICERS AND STAFF 2004**

### **Town Accountant**

RICHARD H. CHOATE	Term Expires 2005
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### **Town Forest Committee**

ALAN CHANEY	Term Expires 2005
JEFFREY HAIGHT	Term Expires 2006
RONALD PATENAUDE	Term Expires 2007

### **Zoning Officer**

DANA E. BARNES	Term Expires 2005
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### **Zoning Board of Appeals**

JUDITH A. THOMPSON	Term Expires 2005
ALICE R. EKSTROM	Term Expires 2006
JOSEPH R. ALLARD*	Term Expires 2007
KAREN L. BLACKBURN	Term Expires 2007
KEVIN W. WELCH	Term Expires 2008
WESLEY GOSS	Term Expires 2009

### **& Associate Members**

#### **\* Resigned 10/04**

LISA O'CONNELL	Term Expires 2005
JOSHUA WEST	Term Expires 2006
AL HORTON	Term Expires 2007

### **Board of Registrars**

CHRISTINA KRUPER	Term Expires 2005
BARBARA MARTIN	Term Expires 2005
EVELYN METZLER	Term Expires 2006

### **Council on Aging**

M. ROBIE STEVENS	Term Expires 2005
MARJORIE W. RYDER	Term Expires 2006
GERALD W. SIMMONS	Term Expires 2006
ARLENE J. SILK	Term Expires 2006
RALPH J. SABATINO	Term Expires 2007
JEAN CARPENTER	Term Expires 2007
GERALD A. VAILLANCOURT	Term Expires 2007
RUTH L. TULLY, ELDER ASSISTANT	

### **Conservation Commission**

ALAN CHANEY	Term Expires 2005
JUDITH K. LARTER	Term Expires 2006
JEFFREY HAIGHT	Term Expires 2007
LEAH D. BASBANES	Term Expires 2007
WILLIAM E. MOELLER	Term Expires 2008
MARILYN PIKE	Term Expires 2009
JUAN AMODEI	Term Expires 2009

### **Recreation Commission**

JODY HARNEY	Term Expires 2005
BRIAN LOCAPO	Term Expires 2006
DAVID A. IERARDI	Term Expires 2007
VACANT	Term Expires 2008
CAROLINE WURM	Term Expires 2009

### **Town Counsel**

RICHARD W. LARKIN	Term Expires 2005
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### **Town Engineer**

JEFFREY RIDER, HOWE SURVEYING ASSOCIATES INC	Term Expires 2005
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### **Surveyors of Lumber**

FRANK COVER	GEORGE E. TULLY
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### **Veterans' Grave Agent**

PHYLLIS ROOTOVICH	Term Expires 2005
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### **Veterans' Agent**

PETER J. GEORGES	Term Expires 2005
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### **Gas & Plumbing Inspector**

JAMES L. DOW	Term Expires 2005
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### **Electrical Inspector**

DAVID G. SWEET	Term Expires 2005
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DAVID G. SWEET II, Alternate Inspector

### **Building Inspector**

DANA E. BARNES	Term Expires 2005
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### **Pound Keeper**

SEAN READY	Term Expires 2005
GERALD W. SIMMONS	Term Expires 2005

### **Emergency Medical Squad**

BARBARA E. MAYNARD, Director  
DAVID WILSON  
DONNA GALOTTA  
JEFFERY DESMARAIS  
CHRIS LOCAPO  
MICHAEL J. SCHWETZ  
GREG RICH

PETER CHADZYNSKI  
MATT NOWAK  
JAMES G. DOWNES III  
KEVIN COONEY  
DAVID SPINOSA  
MATT GALVIN  
MATT CORDARO

### **Fence Viewers and Field Drivers**

GERALD W. SIMMONS

### **Historical Commission**

CONSTANCE G. ALTERISIO  
RAYMOND SULLIVAN  
FRANK O CLARK  
JEAN M. O'BRIEN  
SUSAN J. TULLY  
RONALD A. WOOD  
MICHAEL V. WURM

Term Expires 2005  
Term Expires 2005  
Term Expires 2005  
Term Expires 2005  
Term Expires 2006  
Term Expires 2006  
Term Expires 2007

### **Dog Officer**

SEAN G. READY

Term Expires 2005

### **Animal Inspector**

MICHAEL F. PALUMBO

Term Expires 2005

### **Fire Chief**

GEORGE W. BACON

Term Expires 2005

### **North Middlesex Council of Governments**

TED GAUDETTE

JUDITH K. LARTER

WALTER F. ALTERISIO, alternate

### **Election Officers**

MARY DEBARBIAN  
RENA SIMMONS  
MARY GUARINO  
MAUREEN BROHEL  
MICHELE R. HOLTGREFE  
BARBARA MAYNARD  
MARIE SEBASTYN  
LAURINE M. RIEL  
MICHAEL UDOT  
MARIA MURPHY  
AMY SCHEMBECHLER

RUTH ERNICK  
BETTE F.AMODEI  
DAWN SCUDDER  
DIANA SCUDDER  
ELAINE BASBANES  
JANICE BURLISS  
CAROLYN GEISSLER  
ANN-MARIE WRIGHT  
DEBRA HUBER  
MARJORIE W. RYDER  
ARLENE SILK



GAIL SILVERIA  
NORMAN LOMBARDI

JULIE ANN SPANG  
PATRICIA DUNKLEE

ELECTION WARDEN, GERALD W. SIMMONS  
JOHN J. BUTTERFIELD, ASS'T WARDEN

**Police Chief**

JAMES G. DOWNES III

Term Expires 2005

**Police Lieutenant**

JAMES W. DOW

Term Expires 2005

**Police Sergeant**

DARRELL GILMORE

Term Expires 2005

**Master Patrolman**

MICHAEL LYNN

Term Expires 2005

**Patrol Officers**

ERIK HOAR

BENJAMIN SARGENT

COREY WAITE

**Reserve Police Officers**

GERALD W. SIMMONS, RESERVE INSPECTOR

GEORGE AGGOTT

BRIAN LAMARRE

JOHN DUMONT\*

PETER RUSSELL

JOHN KOYUTIS

SEAN G. READY

JAMES G. DOWNES, JR.

NICHOLAS PAPAGEORGIOU

DANIEL H. KOWALSKI

**Special Police Officers**

**Groton**

DONALD T. DELOREY

CATHERINE A. GLEJZER

JASON M. GOODWIN

ROBERT L. MULHERN

JOHN F. ROONEY

JEFFREY N. GIGLIOTTI

ELIZABETH CROWLEY

JEFF FRATES-FOX

ERIC M. WATKINS

KEITH J. KEADY

DERRICK J. GEMOS

JAMES CULLEN

RICHARD C. ELIE

DANIELE PAGANELLI

EDWARD SHERIDAN

PAUL CONNELL

ARTHUR DARVIRIS

MICHAEL CROWLEY

RYAN GRIFFIN

SEAN LANDO

IRMIN L. PIERCE III

GEORGE AGGOTT

## **Pepperell**

ALAN S. DAVIS  
RICHARD SMITH  
JAMES PETERS  
WILLIAM GREATHEAD  
DAVID QUERZE  
DAVID SCOTT  
RICHARD TIMPANI  
EDMUND BUSSIÈRE  
STEVEN BURKE  
JARED CARRUBBA  
BENJAMIN MCDONALD

STEVEN D. BEZANSON  
GORDON CADOW  
ARMANDO HERRARA  
PAUL NELSON  
NICK PARKER  
KENNETH BEERS  
TODD BLAIN  
ALAN LESSIEUR  
BRUCE HASKINS  
EILEEN LUNDSTROM  
FABRIZIO VESTRI

STEPHEN MULKERIN

## **Cultural Council**

JUDITH K. LARTER  
JOANNE G. STAPLES  
AMY R. SCHEMBECHLER  
KAREN S. THOMPSON  
MARYKATE MCNUTT-IERARDI  
MICHELLE E. WARD\*  
ANN-MARIE WRIGHT  
JAYNA SMITH  
MURIEL E. HOLMES  
VICTORIA J. MURRAY\*  
CAROL ROCK

Term Expires 2005  
Term Expires 2005  
Term Expires 2005  
Term Expires 2005  
Term Expires 2005  
Term Expires 2005  
Term Expires 2006  
Term Expires 2006  
Term Expires 2006  
Term Expires 2007  
Term Expires 2007

## **NRWA Greenway Committee**

ELAINE BASBANES

GEORGE E. TULLY

JUDITH K. LARTER

## **Cable Committee**

CAROLYN A. WURM  
JOHN CALLAHAN  
BRUCE TANNENBAUM\*  
RICHARD W. GALLANT  
BOGDAN J. SNIEZEK  
KENNETH T. FAUBEL

Term Expires 2006  
Term Expires 2006  
Term Expires 2007  
Term Expires 2007  
Term Expires 2007  
Term Expires 2007

## **Emergency Management Director**

GEORGE R. AGGOTT

Term Expires 2005

## **Fire Department Building Committee**

GEORGE W. BACON  
DAVID G. BARKER

DANA E. BARNES  
TED GAUDETTE  
MICHAEL F. PALUMBO

## **ADA Coordinator**

DANA E. BARNES

Term Expires 2005

## **Technology Advisory Committee**

KENNETH T. FAUBEL  
KATHY ICENOGLE

RONARD R. GARON II  
FRANK O'CONNELL  
DOT MASTAKOURAS

## **Town Hall Fundraising Committee**

SARA AXON  
CHRISTINE KENNEDY  
KIMBERLY FLANAGAN\*

ANNE FENOCHETTI  
LILLIAN DIMARIA

## **Mixed Use Development Planning Committee**

KATHY ICENGLE  
ALAN E. CHANEY  
DONNA M. FERRAGUTO  
SUSAN K. PSALEDAKIS  
GEORGE GORDON  
DAVID NICHOLSON

ROBERT DURST  
WILLIAM E. MOELLER  
JOYCE CAIL  
TED GAUDETTE  
GERALD VAILLANCOURT  
PAT PLAETHN

## **Alternative Revenue Source(s) Investigation Committee**

ROBERT DURST  
BETH DAHLBERG-FALKNER

KEITH MAJKUT  
PAWEL CHADZYNSKI

## **Affordable Housing Study Committee**

DAVID NICHOLSON  
JOSEPH J. VLECK  
BRETT A. ROCK  
WESLEY GOSS  
JUDITH K. LARTER

DAVID JOHNSON  
EDWARD T. FAHY  
WILLIAM E. MOELLER  
JOHN A. BAGNI  
KEVIN WELCH, Associate Member

## **Fire Needs Investigation Committee**

CHARLES H. RICH, JR.  
SHAWN C. FERRARI  
KEVIN W. WELCH  
LOUIS E. BERARD

HAROLD K. SIMMONS  
JOSEPH P. DEAN  
ALAN S. DAVIS

## **REPORT OF THE BOARD OF SELECTMEN**

The Board usually meets at the Town Hall on Monday evenings commencing at 7:00 P.M. with any variations to this schedule posted accordingly.

The Board would like to extend its thanks to all the individuals on town boards and committees who unselfishly donate their time and energy to maintain Dunstable and the things we most cherish about this town we live in.

The Board continues to encourage cooperation and interaction with the many officers and boards of the community and will make every effort to insure this practice is maintained.

No gravel permit hearings were held during 2004 but Dunstable was presented with two affordable housing proposals under Chapter 40B. The Board has been working with multiple boards and committees addressing the issue of affordable housing.

The members were elected to serve in the following roles for this term: Robert F. Nelson as Chairman, Ted Gaudette as Clerk and Susan K. Psaledakis as Procurement Officer.

The Board welcomes citizen participation and attempts to work with the citizens and the many boards, officers and committees in an effort to keep up with the many changes Dunstable is experiencing. Members in the Board have been actively working with the Master Plan Implementation Team, MUD Planning Committee, Affordable Housing Study Committee to name just a few.

**BOARD OF SELECTMEN**

Robert F. Nelson

Ted Gaudette

Susan K. Psaledakis

## REPORT OF THE TOWN CLERK

In 2004, the Town adopted five amendments to the zoning bylaws, approved by the Attorney General on July 12. The following provisions of Massachusetts General Laws were adopted at Town Meeting – **Ch. 140, §139** which waives a dog license fee for dog owners aged 70 years or over; **Ch. 40, §8G** authorizing agreements with other towns to provide mutual aid programs for police departments; **Ch. 40, § 42G-42I** authorizing the levy of special assessments to meet the cost of laying water pipes in public and private ways and **Ch. 40, §6C** authorizing the Town to appropriate money for the removal of snow and ice from private ways therein open to public use. The Town also voted to accept the following as public ways: Adam Street, Brittany Lane, Horse Hill Street, Jamie Road, Kimberly Lane, Kristen Lane and Robbins Farm Road.

In February, the Help America Vote Act required the use of provisional ballots and that first time voters who registered by mail produce a valid identification before being allowed to cast a ballot.

In May, the Commonwealth formally recognized same-sex marriages. In November, 2003, the Supreme Judicial Court ruled that prohibiting same-sex marriages violated the state's constitution.

In July, Governor Romney Signed House No. 2229 into law, Chapter 173 of the Acts of 2004, to establish uniform primary procedures for unenrolled voters [if the voter was unenrolled before selecting a party ballot, they shall continue to be unenrolled].

In August, Governor Romney signed House No. 4512 into law, to establish new requirements for voters who register by mail. The Massachusetts Town Clerk Association formally approved my application for certification as a Certified Massachusetts Municipal Clerk after successfully passing the certification exam and required courses covering Elections, Vitals, Zoning and other areas pertinent to the position of Town Clerk. MGL Chapter 4, Section 7 was amended by the Chapter 116 of the Acts of 2004 effective August 30, 2004, which expanded the definition of "veteran" which is used to define eligibility for a number of benefits such as civil service, retirement and veteran benefits, to include several categories of persons who do not have war-time service.

The Town Clerk's Office continued to hold Saturday hours in January and February for the convenience of our residents. There were 490 board/committee meetings posted in 2004.

I would like to express my thanks to our Tech Advisory Committee; Ken Faubel, Kathy Icenogle, Dot Mastakouras, Frank O'Connell and Ron Garon whose collective technology expertise proved invaluable. In addition, Ken revamped the dog license registry which now is capable of producing a dog license in seconds.

I would also like to thank the carpentry students of the Greater Lowell Tech High School and David Tully for accepting our project to build new voter booths, after the state increased the ratio mandate [without providing additional funding].

I hereby submit the annual report of the Office of The Town Clerk for year ending 2004 to the Board of Selectmen and Citizens of Dunstable, Massachusetts.

Respectfully submitted,  
Carol A. Skerrett, Town Clerk

## REPORT OF THE TOWN CLERK – 2004

Population .....	3,162	(3,126 in 2003)
Households (census forms mailed) .....	1,041	
Registered Voters .....	2,084	
a. Active Voters .....	2,024	
b. Inactive Voters .....	60	
Democrats .....	409	
Republicans .....	382	
Libertarian .....	8	
Green-Rainbow .....	3	
Unenrolled (no party) .....	1,278	
Designations/other .....	4	

### VITAL STATISTICS

The Town Clerk's office recorded births, deaths and marriages in 2004 as follows:

#### **Births**

Males .....	13
Females .....	13
Total Births Recorded .....	26

#### **Deaths**

Males .....	6
Females .....	5
Total Deaths Recorded .....	11

**Marriages** ..... 11

### DOG LICENSES – 2004

A total of 550 dog licenses and 5 kennel licenses were issued amounting to \$3,432.50 to the Town of Dunstable as follows:

<u>Type</u>	<u>Number Sold</u>	<u>Total</u>
Female/Male @ \$10.00	57	570.00
Spayed/Neutered @ \$6.00	4	\$2,964.00
Kennel (4 dogs) @ \$25.00	1	25.00
Kennel (5-10 dogs) @ \$50.00	0	.00
Kennel (11 or more) @ \$75.00	4	300.00
<b>Subtotal</b>		<b>\$3,859.00</b>
Late Fees/Fines		415.00
<b>Subtotal</b>		<b>\$3,444.00</b>
Town Clerk Fees		849.00
<b>Total Town of Dunstable</b>		<b>\$2,595.00</b>

## FISH AND GAME LICENSES – 2004

Total - Division of Fisheries/Wildlife	\$1,961.75
<b>Town of Dunstable Fees</b>	<b>34.05</b>
Town Clerk Fees	76.05

## PASSPORTS – 2004

Total Passport Applications Processed	128
<b>Total Town of Dunstable</b>	<b>\$2,600.00</b>
Town Clerk/Assistant Clerk Fees	\$1,390.00

## PRESIDENTIAL PRIMARY

March 2, 2004

**Total Ballots Cast: 438 [22% of registered voters]**

Democrat:	362 Ballots Cast
Republican:	75 Ballots Cast
Green-Rainbow:	0 Ballots Cast
Libertarian:	1 Ballot Cast

### Presidential Preference

#### **Democrat**

Richard Gephardt .....	0
Joseph Lieberman .....	5
Howard Dean .....	4
Carol Moseley Braun .....	3
John Edwards .....	101
Dennis J. Kucinich .....	9
John F. Kerry .....	234

#### **Republican**

George W. Bush .....	73
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#### **Green-Rainbow**

Kent Mesplay .....	0
Lorna Saltzman .....	0
Paul Glover .....	0
David Cobb .....	0

#### **Libertarian**

Jeffrey Diket .....	0
Ruben Perez .....	0
Aaron Russo .....	0
Michael Badnarik .....	0
Gary Nolan .....	1

### State Committee Man –

#### **First Middlesex District**

##### **Democrat**

Curtis J. LeMay .....	230
Blanks .....	132

##### **Republican**

Alan Stuart Robin .....	9
Jeffrey S. Wilson .....	10

##### **Green-Rainbow**

No Nominations

##### **Libertarian**

No Nominations

### State Committee Man –

#### **First Middlesex District**

##### **Democrat**

Patricia Kirwin Keilty .....	231
Blanks .....	130

##### **Republican**

Susan S. Slade .....	51
Blanks .....	24

**Green-Rainbow**

No Nominations

**Libertarian**

No Nominations

**Town Committee**

**Democrat**

No Nominations

**Republican**

Frank DiMaria ..... 4

Charles McCarthy ..... 61

**Green-Rainbow**

No Nominations

**Libertarian**

No Nominations



# ANNUAL CAUCUS

APRIL 1, 2004

Total Votes Cast: 50

## SELECTMAN [1]

Ted Gaudette ..... 32  
Lisa Dingle ..... 15 [write in]

## ROAD COMMISSIONER [1] 2 YEARS

Brett Rock ..... 35  
Michael Martin ..... 10

## ROAD COMMISSIONER [1] 3 YEARS

James Regan ..... 40

## WATER COMMISSIONER [1]

David Wellington ..... 42

## ASSESSOR [1]

Robert Kennedy ..... 46

## BOARD OF HEALTH [1]

William Moeller ..... 44

## PLANNING BOARD [1]

Willard Goldthwaite ..... 44

## COMM. OF TRUST FUNDS [1]

Mary Beth Pallis ..... 48

## TOWN CLERK [1]

Carol Skerrett ..... 32

## PARK COMMISSIONER [1]

Michael Palumbo ..... 36  
Edward Fahy [write in] ..... 8

## CONSTABLES [2]

Patrick Murphy ..... 38  
Sean Ready ..... 38

## LIBRARY TRUSTEE [1]

ohn Callahan ..... 43

## CEMETERY COMMISSIONER [1]

Judy Larter ..... 44

## TOWN MODERATOR [1]

Anne Farina ..... 44

## ADVISORY BOARD [2]

Harold Simmons ..... 48  
Richard Silveria [write in] ..... 5

## COMM. PARKHURST FREE LECTURE [1]

Joan Simmons ..... 38

COMM. TO EXPEND PROCTOR & PARKHURST TRUST FUNDS – 5 YEARS - No Nominations

COMM. TO EXPEND PROCTOR & PARKHURST TRUST FUNDS – 4 YEARS – No Nominations

COMM. TO EXPEND PROCTOR & PARKHURST TRUST FUNDS – 3 YEARS – No Nominations

COMM. TO EXPEND PROCTOR & PARKHURST TRUST FUNDS – 2 YEARS – No Nominations

Caucus Committee: David E. Tully  
Willard J. Goldthwaite  
Joseph T. Maguire, Jr.  
Sandra G. Murphy  
David H. Webber

# **SPECIAL TOWN MEETING**

**May 10, 2004**

Moderator Anne Farina called the Special Town Meeting to order at 7:20 p.m. The Town Clerk read the greetings of the warrant; a motion was made and seconded to dispense with the reading of the articles, ending with the closing of the warrant and return of service.

**ARTICLE 1.** Motion made and seconded that the Town transfer from free cash the sum of Fifty Five Thousand, Eight Hundred Eighty Six Dollars (\$55,886.00) to defray the excess expenditures, as authorized for Snow Removal in accordance with Chapter 44, Section 31D of Massachusetts General Laws in addition to those costs defrayed by the appropriation voted under Article 2 of the Annual Town Meeting of May 14, 2003.

Majority Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 2.** Motion made and seconded that the Town transfer from free cash the sum of Eight Hundred Thirty Dollars (\$830.00) to pay an unpaid bill to G. W. Shaw & Sons, Inc., from FY2002.

Majority Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 3.** Motion made and seconded that the Town transfer from free cash the sum of Fifteen Thousand Dollars (\$15,000.00), for the purpose of replenishing the reserve account.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 4.** Motion made and seconded that the Town transfer from free cash, the sum of Fifty Thousand Dollars (\$50,000.00) for the purpose of covering contingent legal expenses.

Majority Vote Required  
Voted in the Affirmative

Motion made and second to adjourn the Special Town Meeting at 7:20 pm.

Majority Vote Required  
Voted in the Affirmative

	<b>Articles</b>
Raise and Appropriate:	.00
Transfer from Free Cash:	\$121,716.00
Total Transfers	\$121,716.00

Respectfully submitted,  
Carol A. Skerrett  
Town Clerk

# ANNUAL TOWN MEETING

May 10, 2004

After determining that a quorum was present, the Annual Town Meeting was called to order at 7:12 p.m. by Moderator Anne Farina. The format of the evening was then outlined; the Moderator would accept a motion to recess the Annual Town Meeting and open the Special Town Meeting. Following the adjournment of the Special Town Meeting, she would accept a motion to re-open the Annual Town Meeting. It was expected that a second night might be needed to finish the business of the Annual Town Meeting, which would be the following night at 7:00 p.m.

Announcements included the recognition of Boy Scout Troop #28 for their service in delivering 1,000 annual town reports. Recognition was made in honor of 4 Scouts—Alex Hopke, Brian Belley, Alex Hollis, and Matt Belley, who have or will have achieved Eagle Scout status this year. Girl Scout Troop #602 was recognized for their fundraising efforts benefiting town hall restoration projects with the sale of their cookies and bottled water. Mary Beth Pallis was warmly thanked for moderating Candidate's Night, as well as to the Friends of the Library for hosting the evening. The Peter Twomey Center was also thanked for providing babysitters for the Town Meeting.

Members of Boy Scout Troop #28 who carried the flags included Stephen Debay (American flag), Kyle Schembechler, (Troop flag), and color guards Austin Walker, Patrick Thomas, Sean Sullivan, Zach Shea, Matt Banville and Matt Buck.

Following the Pledge of Allegiance, the Town Clerk read the greetings; a motion was made and seconded to dispense with the reading of the articles, ending with the closing of the warrant and return of service.

Motion made and seconded to recess the Annual Town Meeting and resume after the completion of the Special Town Meeting.

Majority Vote Required  
Voted in the Affirmative

Motion made and second to open the Annual Town Meeting at 7:21 pm. Total number of voters checked in: 214.

Motion Passes Unanimously

**ARTICLE 1.** Motion made and seconded that the Town accept the 2003 Annual Town Report as printed with the following corrections: Town Treasurer's annual report missing (handed out at meeting).

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 2.** Motion made and seconded that the Town raise and appropriate the following sums to defray the expenses for the Town, to fix Salary & Compensation for all elected and appointed Town Officers. *(Rich Silveria of the Advisory Board gave an overview of the budget including revenue sources, expense trends: percent growth, mutli-year projection, explanation of free cash, itemization of free cash used to offset tax rate. Copies of the presentation were available for the audience to follow).*

**GENERAL GOVERNMENT**

122.000	Selectmen Salaries. ....	1,800
122.005	Selectmen Expense .....	5,000
131.005	Finance Committee Expense .....	150
132.000	Reserve Account .....	25,000
135.000	Town Accountant Salary .....	16,636
135.001	Town Accountant Clerical .....	5,518
135.005	Town Accountant Expense .....	1,800
135.007	Audit of books .....	10,000
141.000	Assessor's Salaries. ....	900
141.001	Assessor's Associate .....	22,559
141.002	Assessors Clerical .....	10,828
141.005	Assessors Expense .....	4,700
145.000	Treasurer Salary .....	14,455
145.005	Treasurer Expense .....	7,500
146.000	Tax Collector Salary .....	14,455
146.005	Tax Collector Expense .....	9,100
151.000	Town Counsel Retainer .....	25,000
151.005	Contingent legal expenses .....	25,000
160.000	Dog License Program .....	1,000
161.000	Town Clerk Salary .....	17,264
161.005	Town Clerk Expense .....	2,500
162.000	Election and Registration Wages .....	2,450
162.005	Election and Registration Expenses .....	3,000
163.000	Registrar Salary .....	200
171.001	Conservation Committee Clerical .....	7,386
171.005	Conservation Committee Expense .....	3,000
171.006	Conservation Land Fund .....	50,000
175.001	Planning Board Clerical .....	7,386
175.005	Planning Board Expense .....	1,000
176.005	Zoning Board of Appeals Expense .....	2,000
176.006	Northern Mdlsx Council of Gov'ts .....	700
192.000	Town Hall Clerical. ....	35,664
192.001	Town Hall Caretaker Wages .....	7,500
192.005	Town Hall Expenses .....	25,000
192.006	Town Hall Maintenance .....	0
195.000	Town Reports .....	5,000
199.005	Town Engineer .....	22,500
<b>Subtotal General Government .....</b>		<b>393,951</b>

## **PUBLIC SAFETY**

### **POLICE DEPARTMENT**

210.000	Police Chief Salary .....	83,909
210.001	Police Wages .....	436,950
210.005	Police Expenses .....	27,646
210.006	Police Cruiser Expense .....	28,560
210.007	Police Radio Services .....	62,500
210.008	Police Lockup .....	3,500
210-009	Police Cruiser .....	37,297
211.000	Police Station Expense .....	17,606
	<b>Subtotal Police .....</b>	<b>697,968</b>

### **FIRE DEPARTMENT**

220.000	Fire Wages .....	2,500
220.005	Fire Expenses .....	10,000
220.006	Fire Equipment .....	2,500
	<b>Subtotal Fire .....</b>	<b>15,000</b>
232.005	EMS Operating Expenses .....	7,400
241.000	Building Inspector Salary .....	10,479
241.005	Building Inspector Expense .....	1,100
242.000	Gas Inspector Salary .....	2,180
243.000	Plumbing Inspector Salary .....	3,460
245.000	Electrical Inspector Salary .....	8,068
249.001	Animal Inspector Expenses .....	300
291.000	Emergency Management .....	500
292.000	Dog Officer Wages and Expense .....	6,000
294.000	Tree Warden Wages and Expense .....	5,000
	<b>Subtotal Public Safety .....</b>	<b>757,455</b>

## **SCHOOLS**

### **G.D.R.S.D.**

300.001	GDRSD Operating Budget .....	3,324,466 [3,231,000]
300.002	GDRSD Debt .....	678,485
*\$93,466.00 contingent on an affirmative vote on town election ballot for May 17, 2004; failing an affirmative vote on the town ballot, then the Town raise and appropriate \$3,231,000.00 for Line Item #300.001		
	<b>Subtotal GDRSD * .....</b>	<b>4,002,951 [3,909,485]</b>

### **G.L.R.V.T.S.**

300.003	GLRVT Operating Budget .....	104,571
	Subtotal GLRVT .....	104,571
	<b>Subtotal Schools* .....</b>	<b>4,107,522</b>
		<b>[4,014,056]</b>

## **PUBLIC WORKS**

### **HIGHWAY DEPARTMENT**

422.000	Highway Salaries .....	81,401
422.002	Highway part-time wages .....	7,000
422.001	Highway Clerical .....	5,788
422.006	Highway Maintenance .....	27,000
422.007	Highway Machinery Fund .....	31,000
422.008	Highway Lease/Purchase Equipment .....	0
422.009	Highway Brush Removal .....	6,500
422.010	Highway Sign Maintenance .....	1,500
422.011	Highway Line Painting .....	7,200
423.013	Highway Paving .....	11,000
423.000	Highway Snow Removal .....	91,000
424.000	Street Lights .....	6,000
<b>Subtotal Highway Department .....</b>		<b>275,389</b>
433.000	Transfer Station .....	87,500
433.001	Landfill Expenses .....	1,000
491.000	Cemetery Wages and Supplies .....	11,960
491.001	Cemetery Care of Lots .....	735
491.002	Cemetery Interments .....	3,000
<b>Subtotal Public Works .....</b>		<b>379,584</b>

### **HUMAN SERVICES**

510.002	Nashoba Board of Health Assessment .....	5,083
510.005	Board of Health Expense .....	7,000
522.000	Nursing Services .....	1,758
523.000	Greater Lowell Mental Health .....	400
541.000	Council on Aging .....	6,000
541.005	Council on Aging Transportation .....	15,000
543.000	Veterans Agent Salary .....	541
543.002	Veterans Agent Expense .....	400
543.006	Veterans Benefits .....	500
<b>Subtotal Human Services .....</b>		<b>36,682</b>

### **LIBRARY & RECREATION**

610.000	Library Salaries .....	59,622
610.005	Library Expenses .....	60,975
611.000	MVL Consortium Dues .....	9,704
630.000	Cable Television Committee .....	100
631.005	Recreation Department Expense .....	5,500
650.000	Parks Department Expense .....	14,000
650.001	Larter Field Maintenance .....	17,000
670.000	Arts Lottery Commission Cultural Council .....	75
691.000	Historical Committee Expense .....	500
692.000	Memorial Day Committee .....	550

693.000	Summer Concert Series .....	2,000
	<b>Subtotal Library &amp; Recreation .....</b>	<b>170,026</b>

**DEBT & INTEREST**

710.000	Long Term Debt .....	266,239
751.000	Long Term Interest .....	127,722
752.000	Short Term Interest .....	10,000
	<b>Subtotal Debt &amp; Interest .....</b>	<b>403,961</b>

**INSURANCE & ASSESSMENTS**

910.000	Disability Insurance Claims .....	0
911.000	County Retirement .....	76,875
914.000	Group Health Insurance .....	79,850
919.000	FICA .....	19,000
945.000	Property and Liability Insurance .....	58,240
	<b>Subtotal Insurance &amp; Assessments .....</b>	<b>233,965</b>

**WATER DEPARTMENT**

061.501	Water Dept. Clerical .....	4,435
061.502	Water Dept. Expense .....	400
061.503	Water Dept. Debt .....	13,289
061.505	Water Dept. Maintenance .....	34,476
	<b>Subtotal Water Department .....</b>	<b>52,600</b>

<b>Grand Total *</b> .....	<b>6,535,746</b>
	<b>[6,442,280]</b>
<b>Total Debt and Interest .....</b>	<b>\$1,085,735</b>
<b>Total Debt and Interest(percent) .....</b>	<b>16.6%</b>
<b>*Net Line Items *</b> .....	<b>5,450,011</b>
	<b>[5,356,545]</b>

*\*\$93,466.00 of Groton-Dunstable Regional School Operating Budget, Line Item 300.001 is contingent on an affirmative vote relative to the pertinent ballot provision on the Annual Town Election ballot for May 17, 2004; but failing an affirmative vote on the Town Election ballot, then the Town raise and appropriate in the alternative, the sum of \$6,389,680.00 [\$6,442,280.00 - \$52,600 for water receipts.].*

Items questioned: 171.006 Conservation Land Fund; 210.000 Police Chief Salary; 210.001 Police Wages; 210.005 Police Expenses, 210.009 Police Cruiser; 300.001 GDRSD Operating Budget; 423.000 Highway Snow Removal; 433.000 Transfer Station; 433.001 Landfill Expenses; 061.501 Water Dept. Clerical; 061.502 Water Dept. Expense; 061.503 Water Dept. Debt and 061.505 Water Dept. Maintenance. Motion made and seconded to approve the line items not questioned.

Majority Vote Required  
Voted in the Affirmative

Questioned Line Items:

**171.006** Conservation Land Fund. Motion made and seconded to amend line item to the sum of Fifty Thousand Dollars (\$50,000.00) with the understanding that such sum is to be deemed an appropriation pursuant to Section 8C of Chapter 40 of the General Laws, to accumulate from year to year and to be expended by the Conservation Commission according to the provisions of said statute.

Majority Vote Required  
Voted in the Affirmative

<b>210.000</b>	Police chief salary	Base salary of \$62,500.00 plus \$8,000 (Quinn Bill).
<b>210.001</b>	Police wages	Base salaries plus Quinn Bill
<b>210.005</b>	Police expenses	Enrollment in NEMLEC, training (increases)

Motion made and seconded to pass line items above.

Majority Vote Required  
Voted in the Affirmative

**210.009** Police Cruiser. Motion made and seconded to amend line item to the sum of Thirty Seven Thousand, Two Hundred Ninety Seven Dollars (\$37,297.00), authorizing by this vote the purchase of three vehicles and the execution of an appropriate contract or agreement for the same. *(Lease to purchase three vehicles for \$1.00 after 2 years, which will be a reoccurring expense for next year. The amount includes an administrative fee of \$300.00 for the first year).*

Majority Vote Required  
Voted in the Affirmative

**423.000** Highway Snow Removal. Line item reflects a more accurate budget rather than transfer from free cash. Motion made and seconded to pass as it appears in the town report.

Majority Vote Required  
Voted in the Affirmative

**433.000** Transfer Station *(Question of how recycling costs are applied)*  
**433.001** Landfill expense  
Motion made and seconded to pass line above.

Majority Vote Required  
Voted in the Affirmative

**061.501** Water Dept. Clerical  
**061.502** Water Dept. Expenses  
**061.503** Water Dept. Debt  
**061.505** Water Dept. Maintenance



Motion made and seconded to transfer from Water Department receipts, the sum of Fifty Two Thousand, Six Hundred Dollars, (\$52,600.00) for Water Department Clerical, Expense, Debt and Maintenance, as recommended in the FY05 Town Report, Budget Section.

Majority Vote Required  
Voted in the Affirmative

300.001 Groton-Dunstable Regional School District Operating Budget. Motion made and seconded that the Town appropriate the sum of Three Million, Three Hundred Twenty Four Thousand, Four Hundred Sixty Six Dollars (\$3,324,466.00), provided that Ninety Three Thousand, Four Hundred Sixty Six Dollars (\$93,466.00) of such appropriation is contingent on an affirmative vote relative to the pertinent ballot provision on the Annual Town Election ballot for May 17, 2004.

*[School committee presentation began by Frank O'Connell with an explanation of the budget. School committee unanimously supports the full budget. The presentation outlined explanations for increased expenses – the District is bringing a new middle school online, contractual obligations for the existing staff relative to salaries and health care costs, significant growth, loss of state revenue, increased student enrollment (nearly doubling over the past 15 years), decrease in state funding in the form of Chapter 70 state aid (increase of 5.1% between FY02 and FY05 versus a 15.1% increase in student enrollment during the same period), regional school transportation funding, actual special education funding and building assistance to cite a few. Tax implications for the Town of Dunstable equate to \$25.00 per \$100,000 of assessed property value. School Committee member Alan Vervaeke outlined the impact to the District if the override does not pass; fundamental changes including, but not limited to increased class sizes, increased and proposed fees (drama, band, building use, bus) reduction of Middle School hours, the elimination of certain maintenance projects, elementary specials, and possibly Middle School athletic programs.]*

Majority Vote Required  
Yes 118 No 43  
Voted in the Affirmative

**ARTICLE 3.** Motion made and seconded that the Selectmen appoint for a term of one year, one Pound Keeper, two Fence Viewers, two Field Drivers and three Surveyors of Lumber.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 4.** Motion made and seconded that the Town take no action on this article *(on accepting any Gifts or Trust Funds which may be offered under any condition)* as there are none presently proposed for acceptance.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 5.** Motion made and seconded to take no action (*on the Town hearing reports of any Committees appointed at any previous Town Meeting*) as there are none.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 6.** Motion made and seconded that the Town take no action (*on paying any unpaid bills of 2003, as none is needed*).

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 7.** Motion made and seconded that the Town take no action (on any vote pursuant to the Massachusetts General Laws, Chapter 71, Section 52, to permit members of the Greater Lowell Regional Vocational Technical School District Committee to be compensated for their services.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 8.** Motion made and seconded that the Town take no action (on any vote pursuant to the Massachusetts General Laws Chapter 71, Section 52 to set the compensation for each member of the Greater Lowell Regional Vocational Technical School District Committee commencing July 1, 2004).

Voted in the Affirmative

**ARTICLE 9.** Motion made and seconded that the Town transfer from free cash, the sum of Seven Thousand Dollars (\$7,000.00) for the purchase of bulletproof vests for the Police Department.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 10.** Motion made and seconded that the Town borrow, in anticipation of revenue or reimbursement, the sum of Eighty Eight Thousand Five Hundred Ninety Four Thousand Dollars and 73 cents (\$88,594.73) along with any other amount which might become available for reimbursement under MGL Chapter 90, Section 34, Clause 127 (A).

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 11.** Motion made and seconded that the Town accept that part of the General Laws, Chapter 140, Section 139, that states as follows: “No fee shall be charged for a license for a dog owned by a person aged 70 years or over in any city or town that accepts this provision;” reserving, however, the present schedule of fees for the licensing of dogs that charges ten dollars for male and female dogs, excepting neutered or spayed animals, for which the fee is six dollars; and subject in all events to the authority to fix fees conferred under General Laws,

Chapter 40, Section 22F, which was accepted by vote of the Town under Article 34 of the Annual Town Meeting of May 8, 2000.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 12.** Motion made and seconded that the Town accept the provisions of Chapter 40, Section 8G of the Massachusetts General Laws, as amended, authorizing agreements with other cities and towns to provide mutual aid programs for police departments.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 13.** Motion made and seconded that the Town transfer from the Highway Machine Reserve Fund the sum of Twenty Thousand Dollars (\$20,000.00), allocated as follows: Four thousand, four hundred fifty-four and 64/100 (\$4,454.64) dollars to the highway machinery account to be used for repairs for the one ton truck, and Fourteen Thousand Five Hundred Forty Five and 36/100 (\$14,545.36) Dollars to the lease/purchase account to be used for payment for the backhoe loader.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 14.** Motion made and seconded that the Town take no action (*on the lease/purchase for 2 John Deere or equivalent tractors*).

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 15.** Motion made and seconded that the Town transfer from free cash Five Hundred Dollars (\$500.00) for the purchase of one (1) paper shredder for the Town Hall offices.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 16.** Motion made and seconded that the Town take no action (*for the establishment of an account and future budget line item entitled trails & sidewalks*).

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 17.** Motion made and seconded that the Town take no action as none is needed. (*Ten Thousand Dollars appropriated for funding an audit of the Town's FY04 financial operations included in budget*).

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 18.** Motion made and seconded that the Town take no action (*regarding the purchase of a storage shed for the Police Department*).

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 19.** Motion made and seconded that the Town take no action (*for the purpose of funding non recurring maintenance at Larter Field*).

Majority Vote Required  
Voted in the Affirmative

At this point, the winners of the free Transfer Station packages were drawn: The Obergs, Mill Street, N. Lombardi, Upton Street and David Rynne, River Street

**ARTICLE 20.** Motion made and seconded that the Town amend the Zoning Bylaw in accordance with the terms set forth and printed in the MOTION SHEET distributed at this Annual Meeting relative to ARTICLE 20, regarding use variances, to wit, that the Town amend Section 17.2 of the Zoning Bylaws, Powers of the Board, by striking the last sentence of subparagraph (d) “Variances for use in any district, in particular, may be authorized subject to the strict requirements of applicable law,” and by inserting in place thereof, the following:

“Variances for use in any district shall not be granted.” The resulting subsection in its entirety would read:

“(d) The Board of Appeals shall hear and decide requests for variance from the terms of the bylaw, in accordance with provisions of the Massachusetts General Laws, as they may be from time to time amended. Variances for use in any district shall not be granted.” or take any action in relation thereto.

2/3 Vote Required  
Yes: 111 No: 4  
Voted in the Affirmative

**ARTICLE 21.** Motion made and seconded that the Town amend the Zoning Bylaw in accordance with the terms set forth and printed in the MOTION SHEET distributed at this Annual Meeting relative to ARTICLE 21 regarding the “Purposes” section of the Bylaw, to wit, that the Town amend the zoning bylaws by deleting Section 1. Purposes, in its entirety and replacing it with the following:

**SECTION 1. PURPOSES.** Dunstable’s character is defined by its rural quality including narrow roads, scenic landscape, agricultural uses, low density and appropriately sized housing, water quality and water bodies, open space, and diversity of housing types. The purpose of this Zoning Bylaw (the “Bylaw”) is to promote the health, safety, morals, convenience and general welfare of residents of the Town of Dunstable (the “Town”) while maintaining Dunstable’s character, protecting its natural resources, and promoting affordable housing for Dunstable residents; to provide safe, efficient traffic flow to, from and along the streets; to lessen conges-

tion in the streets; to lessen the danger from fire and flood; to provide adequate light and air; to prevent overcrowding of land; to avoid undue concentration of population; to conserve energy; to preserve and increase the amenities of the Town; to conserve natural conditions and increase resources; to conserve and protect public and private water supply, including ground water; to conserve and protect storage areas for seasonal or periodic high water; to conserve and protect public and private bodies of water and water courses; to facilitate the adequate provision of transportation, drainage, schools, parks, open space and other public requirements; to conserve the value of land and buildings, including the prevention of blight and pollution of the environment; to preserve historic sites; to improve and beautify the Town by encouraging the most appropriate uses of land within the Town; to protect the community from the effects of unsuitable development; to avoid unsuitable traffic on residential streets; to facilitate future reuse and redevelopment of property; and to separate or otherwise isolate property uses which may be conflicting or incompatible.

In accordance with these purposes, the use, construction, erection, establishment, movement, repair, alteration, enlargement, height, location and occupancy of buildings and structures and the uses and occupancy of all land in the Town of Dunstable are hereby regulated and restricted as hereinafter provided, and no development use or occupancy of land shall be carried on except as permitted herein. *(Planning Board recommends the passage of this Article)*

2/3 Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 22.** Motion made and seconded that the Town amend the Zoning Bylaw in accordance with the terms set forth and printed in the MOTION SHEET distributed at this Annual Meeting relative to ARTICLE 22 regarding the Bed and Breakfast Establishments, to wit, that the Town amend the Zoning Bylaw of the Town of Dunstable by clarifying certain Special Permit functions of the Planning Board and by adding provisions with respect to Bed and Breakfast establishments, as follows:

- (a) By striking the existing headnote, “Section 6.7. Development Regulations – Senior Residential Multifamily Development” and by inserting in place thereof the following headnote:

“Section 6.7. Uses Permitted by Special Permit of the Planning Board.”

- (b) By inserting the phrase: “Senior Residential Multifamily Development” after subsection number 6.7.1, and prior to the language beginning “For the purpose of providing a variety of housing . . . .”
- (c) By adding, following the text of present subsection 6.7.7., the following provisions relative to Bed and Breakfast establishments:

“6.7.8. Bed and Breakfast Establishment. In order to help to preserve the special character of the Town as a rural village by encouraging the utilization of existing homes which, because of their size, are costly and/or difficult to maintain as private residences, and by providing an

economic incentive to maintain and/or rehabilitate older, larger residences, and by regulating Bed and Breakfast establishments to insure sensitivity and compatibility with the surrounding neighborhoods in the Town through minimizing adverse impacts on neighboring residential use, an owner or tenant of an existing single family dwelling house in any district may make application to the Planning Board for a Special Permit for a Bed and Breakfast Establishment.

6.7.9. Description. A Bed and Breakfast Establishment is a single-family dwelling having a mixed use as a home for the residential owner or tenant and as an accessory use for guest lodging. The home is to be the primary and legal residence of the owner or tenant.

6.7.10. Submittal and Review Requirements. Application under this section shall be submitted in accordance with the requirements of the Massachusetts General Laws and any rules and regulations of the Planning Board in connection with Special Permits. The Planning Board may, in its discretion, refer the application to any other board or agency of the Town, for review. In addition, applicants shall comply with the requirements of Site Plans as set forth in Section 14 of this Bylaw, provided that specific requirements of such section may be waived by the Planning Board at the request of the applicant as long as the Board deems that such waiver will not impair the due and proper interests of the Town or otherwise adversely affect the review process. In general, applicants for Special Permits under the provisions of this section shall provide sketches, drawings, or plans necessary to illustrate compliance with the requirements of the section and this Bylaw. Illustrations required may include, but not be limited to, parking and driveway plan, room layout, sanitary facilities, and kitchen facilities.

6.7.11. Minimum Special Requirements:

- (a) The Bed and Breakfast establishment and operation shall be located within an existing owner (or tenant) occupied single family dwelling as of existing the adoption of this section and containing a minimum of four (4) bedrooms.
- (b) Rooms dedicated to the Bed and Breakfast establishment shall be separate from those rooms ordinarily used by the resident family.
- (c) Up to three (3) bedrooms may be dedicated to the Bed and Breakfast establishment, and additional rooms may be authorized by the Planning Board provided that it finds that such additional rooms do not adversely impact the operation and the neighborhood in terms of density, the ability of the location to handle the higher level of parking and traffic, and other such considerations.
- (d) The Special Permit authorizing the operation of a Bed and Breakfast establishment shall be issued by the Planning Board to the owner of the property (or tenant applicant) only and shall not be transferable to a subsequent property owner or tenant unless application is made to the Planning Board for such transfer following the requirements and procedures of this section.
- (e) The owner of the property (or tenant as the case may be) and the recipient of the Special Permit shall have responsibility for operation of the Bed and Breakfast establishment as long as the Bed and Breakfast establishment is in operation. The owner shall file an affida-

vit with the Dunstable Building Inspector and Town Clerk on an annual basis between December 1 in the year and January 15 in the following year, stating that the property is the principal residence of the owner (or tenant) and that the owner (or tenant) is in residence at all times that the Bed and Breakfast is being operated. Such affidavit shall be a condition of the issuance of the annual Certificate of Occupancy referred to herein below.

- (f) The single-family residence in which the Bed and Breakfast operation is located shall be maintained so that the appearance of the building and grounds remain that of a single-family residence.
- (g) No cooking facilities, including, but not limited to, stoves, microwave ovens, toaster ovens, and hot plates, shall be available to guests; and no meals, except a continental style breakfast, shall be served to guests. Alcohol shall also be prohibited from being served on the premises to any Bed and Breakfast guest. Additionally, there shall be at least one (1) bathroom exclusively dedicated to the guests of the Bed and Breakfast establishment.
- (h) The applicant shall provide evidence to the Planning Board of a satisfactory and sufficient water supply. If the Planning Board finds that the proposed use will have a detrimental effect on any water supply, on or off site, such finding shall be grounds for denial of the Special Permit.
- (i) Any septic system serving the premises shall have the design capacity to support the proposed number of rooms available for rent, as said design capacity is defined by the Dunstable Board of Health or its Agent. Before any Certificate of Occupancy can be issued by the Dunstable Building Inspector for operation as a Bed and Breakfast establishment, the application shall be approved by the Dunstable Board of Health. New Bed and Breakfast establishments served by an existing septic system shall not be granted approval for operation until the Dunstable Board of Health confirms compliance with inspection and/or design requirements as set forth in 310 CMR 15.301; 302; 303; 352; 414 State Environmental Code Title V Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, as the same may from time to time be amended, and the Town of Dunstable Board of Health Rules for On-Site Disposal Supplemental to the State Environmental Code, 'Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, "Title 5"', and all other applicable local Board of Health rules and regulations.
- (j) Exterior lighting shall be so shaded or directed as to prevent illumination off-site. All external lighting, except for demonstrable safety and security needs, shall be extinguished by 10:00 P.M.
- (k) No additional parking required for operation of the Bed and Breakfast establishment shall be located in any required building yard set back. All required additional parking areas shall be screened from adjoining residential properties by a fence or dense evergreen plantings, not less than five (5) feet in height, as specified by the Planning Board. Furthermore, such additional parking shall be prohibited in the front yard(s). All parking for a Bed and Breakfast establishment shall be located on the premises unless otherwise approved by Planning Board waiver. There shall be provided two (2) parking spaces for the home owner and one (1) parking space for each bedroom which the Bed and Breakfast establishment has avail-

able for rent to guests. Provisions in this Bylaw relative to parking inconsistent with this section shall be resolved in accordance with the provisions of this section.

- (l) Any sign relating to a Bed and Breakfast establishment shall maintain full compliance with Section 13 of this Bylaw – but under no circumstance may any sign for Bed and Breakfast operation exceed 2' X 3' or equivalent surface area.
- (m) The burden shall be upon any applicant to demonstrate that the building which is the subject of the Special Permit application for Bed and Breakfast establishment was in existence at the time of adoption of this section.
- (n) Prior to the renting of any rooms to guests the applicant shall obtain a Certificate of Occupancy signed by the Dunstable Building Inspector. The Certificate of Occupancy shall be renewed every year in January. Such renewal shall be in accordance with any applicable fee schedule established by the Board of Selectmen or such Board or officer as may be duly empowered to establish such fee schedule.” (Planning Board recommends the passage of this Article)

2/3 Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 23.** Motion made and seconded that the Town amend the Zoning Bylaw in accordance with the terms set forth and printed in the MOTION SHEET distributed at this Annual Meeting relative to ARTICLE 23 regarding an overlay district to be known as the “Town Center District” with a map, to wit, that the Town amend the Zoning Bylaw and the Zoning Map of the Town by adding the following sections pertaining to a Town Center District:

(a) By adding under

Section 3a Overlay Districts:

An overlay district known as the Town Center District is hereby established. The district will consist of those areas bounded and shown on a map entitled “Town Center District (TCD)” dated April, 2004, to be incorporated in the Dunstable Zoning Bylaw, which map is on file in the Town Hall, Planning Board Office, where it may be inspected. The District will overlay and be supplementary to the underlying districts.

(b) By adding after Section 21, Commercial Telecommunications Towers, a new Section 22. Town Center District.

- A. Introduction: The Town Center District (TCD) is an overlay district established to provide a comprehensive set of development criteria to be applied in Dunstable’s town center to distinguish its unique qualities from other business areas within the town. These criteria are established for the continuance and enhancement of the historic town center area as the functional and symbolic center of Dunstable. The intent of this district is to allow owners of existing historical homes to incorporate additional uses within principal or accessory buildings while maintaining the historic integrity of the buildings, the site, and the town center area.



B. Purposes:

The TCD is established to achieve the following objectives for the town: to maintain continuance and enhancement of the historical town center area; to generate a sense of pride and confidence in the preservation of history in the town center; to create and maintain an attractive and aesthetic cultural and business environment throughout the area; to maintain a consistently high level of design quality; to encourage pedestrian activity by creating a positive pedestrian experience; to protect property values through quality and design control; and to provide incentives for new and existing businesses in the town center area.

C. Uses Permitted by Special Permit:

Uses permitted by Special Permit from the Planning Board in the TCD are:

1. Conversion of one-family dwellings to 2-family dwellings;
2. Authorization of multi-family dwellings existing at the time of adoption of this subsection;
3. Conversion of existing buildings to incorporate a multi-family arrangement of one bedroom dwellings on upper floors of commercial use buildings, with the number of such one bedroom dwelling units being limited to no more than two per floor;
4. Conversion of existing buildings to incorporate a gift and antique shop;
5. Conversion of existing buildings to incorporate a Bed and Breakfast Establishment in accordance with the provisions of Section 6.7.8. of this Bylaw [subject to enactment];
6. Conversion of existing buildings to incorporate a restaurant or café;
7. Conversion of existing buildings to incorporate government, educational, not-for-profit or religious facilities;
8. Conversion of existing buildings to incorporate a professional office;
9. Conversion of existing buildings to incorporate accessory apartments in single family residences, with the number of such dwelling units being limited to no more than two per floor;
10. As regards home occupation in the TCD, the provisions of Section 6.1.(g)v. shall apply, but the referral shall be to the Planning Board.

D. Requirements:

1. Any new construction in the TCD incidental to any Special Permit shall conform to the density and dimensional requirements in Section 11 of this bylaw.
2. Applicants shall comply with the requirements of Site Plans as set forth in Section 14 of this Bylaw, provided that specific requirements of such section may be waived by the Planning Board at the request of the applicant as long as the Board deems that such waiver will not impair the due and proper interests of the Town or otherwise adversely affect the review process.
3. The burden shall be upon any applicant to demonstrate that the building which is the subject of the Special Permit application was in existence at the time of adoption of this section.

E. Bonus Provisions for Developments in the Town Center District:

If a new project or use improves the business environment of the TCD by means of a donation to the Town of Dunstable of public amenities such as parks, plazas, or public access to pre-existing public lands, or donations of substantial improvements on/to such public lands, the Planning Board may allow up to ten (10) percent reduction in the minimum lot area of dimensional requirements as part of the Special Permit process. Applicants for projects or uses not requiring a Special Permit may apply for a Special Permit to be eligible for the Bonus Provisions in this section.

F. Criteria for Approval:

In addition to the requirements of Section 16 of this bylaw for approval of a Special Permit and Section 14, Site Plan Approval (as applicable), a special permit in the TCD shall require that:

1. The appearance of the exterior of any existing building which is the subject of a Special Permit application under this section shall not be substantially changed as viewed from the street adjacent to the site in order to make possible the use applied for.
2. The use and any renovations shall be compatible with the architecture of the façade of the existing structure.
3. Any required parking for additional uses shall be in the rear of the building.

(c) By adding Section 6.7.12. as follows:

“6.7.12. Town Center Uses, as set forth in Section 22 of this Bylaw [subject to enactment].”  
(*Planning Board recommends passage of this Article*)

2/3 Vote Required  
67 Yes (78 needed)      50 No  
Motion Defeated

**ARTICLE 24.** Motion made and seconded that the Town amend the Zoning Bylaw in accordance with the terms set forth and printed in the MOTION SHEET distributed at this Annual Meeting relative to ARTICLE 24 regarding an overlay district to be known as the “Mixed Use District”, with a map, to wit, that the Town amend the Zoning Bylaw and the Zoning Map of the Town by adding the following sections pertaining to a Mixed Use District:

(d) By adding under  
Section 3a Overlay Districts:

3. Mixed Use District

An overlay district known as the Mixed Use District is hereby established. The district will consist of those areas bounded and shown on a map entitled “Mixed Use District (MUD)” dated April, 2004, to be incorporated in the Dunstable Zoning Bylaw, which map is on file in the Town Hall, Planning Board Office, where it may be inspected. The District will overlay and be supplementary to the underlying districts.

- (e) By adding after Section 22, Town Center District [subject to an affirmative vote on Article 23], a new

### Section 23. Mixed Use District.

#### A. Purposes:

The purposes of the Mixed Use District (MUD) are to:

- a. allow for greater variety and flexibility in development forms;
- b. encourage the development of affordable housing, rental and ownership;
- c. reduce traffic congestion and air pollution by providing opportunities for housing and employment in close proximity;
- d. encourage more compact and efficient developments.

#### B. General Description:

A “Planned Unit Development for Mixed Uses” shall mean development containing a mixture of residential uses and building types, including single family and multi-family dwellings, and other uses, as listed under the category “Uses Allowed within a Planned Unit Development for Mixed Uses”. A Planned Unit Development for Mixed Uses may be allowed by Special Permit of the Planning Board. The Special Permit may allow the development to exceed the normal density requirements for the district to the extent authorized by this Bylaw provided that standards for the provision of affordable housing and other standards specified herein are met.

#### C. Uses Allowed within a Planned Unit Development for Mixed Uses:

Planned Unit Developments for Mixed Uses shall be permitted in the Mixed Use District only upon issuance of a Special Permit and Site Plan Approval from the Planning Board.

In a Planned Unit Development for Mixed Uses, the following uses may be allowed:

1. Two-family dwellings;
2. Townhouses, i.e., multiple single family dwellings connected by one or more walls, provided they meet the requirements of affordable housing, which shall be defined as housing meeting the requirements of Section 6.7.5.(O) of this Bylaw;
3. Multifamily dwellings;
4. Business uses which are permitted in the B-1 district;
5. Senior Center;
6. Affordable housing for the elderly (over 55 years).

#### D. Density and Dimensional Regulations:

The following density and dimensional requirements shall apply to any project in the MUD, subject to adjusted requirements as stated for projects including affordable housing as defined hereinabove:

1. The minimum area allocation for each dwelling unit shall be twenty thousand (20,000) square feet, subject to a reduction of up to twenty (20%) percent in the discretion of the Planning Board for projects including affordable housing;
2. The minimum total land area for a Planned Unit Development shall be (10) acres subject to a reduction of up to twenty (20%) percent in the discretion of the Planning Board for projects including affordable housing ;

3. There shall be no frontage requirements within a Planned Unit Development, provided that the applicant demonstrates to the Planning Board satisfactory legal access to the premises;
4. Minimum setback, rear and side yard requirements specified in the Table of Dimensional Requirements (Section 11 of this Bylaw) shall pertain only to the periphery of the Planned Unit Development;
5. The maximum number of dwelling units per structure shall not exceed eight (8);
6. Dwellings shall make up a minimum of seventy-five percent (75%) of the floor area of development in a Planned Unit Development; the balance of the area shall be business use;
7. Individual commercial areas shall not exceed one thousand five hundred (1,500) square feet each.

E. Utility, Parking, Landscaping and Open Space Requirements:

1. Planned Unit Developments for Mixed Uses must meet the utility, parking, landscaping and open space requirements in Section 6.6 of The Dunstable Zoning Bylaw.
2. A natural protective buffer shall be provided around any water body. Said buffer shall conform to the development and not exceed 200 (two hundred) feet, provided that, in special circumstances, the Dunstable Planning Board may allow a lesser buffer at certain locations upon a demonstration by the applicant providing clear evidence that with appropriate safeguards the water body can be adequately protected. The Planning Board may impose limitations on any development within such buffer, and strict limitation shall be imposed within the 100 (one hundred) feet of the buffer nearest to the water body.

(f) By adding Section 6.7.13. as follows:

“6.7.13. Mixed uses, as set forth in Section 23 of this Bylaw [subject to enactment].”

2/3 Vote Required  
89 Yes    23 No  
Voted in the Affirmative

A request for reconsideration for Article 23 was made by a member of the voting audience and after consulting with Town Counsel, Moderator Anne Farina made the determination that the reason offered, as well as several members of the audience who came for this article, left the Meeting following the vote, did not warrant reconsideration of the Article.

Motion made and seconded that Articles 25, 26 and 27 be taken up out of order, specifically in the order of Articles 27, 26 and 25, for the reason that this order is more convenient for the meeting and more conducive to the logical organization of these matters.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 27.** Motion made and seconded that the Town amend the Zoning Bylaw in accordance with the terms set forth and printed in the MOTION SHEET distributed at this Annual Meeting relative to ARTICLE 27, regarding the replacement of Section 15.2.2.(b) pertaining to activity in the Floodplain Overlay District, with a new Section 15.2.2.(b), providing for a Special Permit procedure before the Planning Board in respect to certain activities in the Floodplain Overlay District, to wit, that the Town amend the Zoning Bylaws by striking subsection (b) of Section 15.2.2. in its entirety and substituting therefor the following subsection (b):

“(b) No building or structure shall be erected in, nor shall fill be placed within the 100-year floodplain as defined in Section 15.2.1. of this Bylaw, provided that, upon the issuance of a Special Permit by the Planning Board, placement of fill and related activity may be allowed subject to the following requirements:

- (i) The Board finds that such placement of fill is in all regards in compliance with the Commonwealth of Massachusetts Wetlands Protection Act as in force and effect and the Town of Dunstable Wetlands Protection Bylaw;
- (ii) The proposed use shall comply in all respects with the provisions of the underlying district;
- (iii) Within ten (10) days of receipt of the application, the Board shall transmit one copy of the proposal plan to each of the Conservation Commission, the Board of Health and the Building Inspector; final action shall not be taken until reports have been received from the above Boards or officials, or until thirty five (35) days have elapsed without receipt thereof;
- (iv) Certification by a registered professional engineer is provided by the applicant, demonstrating that such filling shall not result in any increase in flood levels during the occurrence of the one-hundred-year flood; no such filling nor any new construction substantial improvement or other development shall be permitted unless it is demonstrated that the cumulative effect of the proposed filling and development when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood at any point in the Town of Dunstable;
- (v) The Board may specify such additional requirements and conditions as it finds necessary to protect the health, safety and welfare of the public and the occupants of the proposed fill area.

*(Planning Board recommends the passage of this Article)*

2/3 Vote Required  
Voted in the Affirmative Unanimously

Before proceeding to the next Article, a statement was made by Selectmen Robert Nelson disclosing that he is the beneficial owner of the property, filing the proper disclosure form with the Town Clerk following the purchase of the property and being careful not to be involved with any decisions directly related to the property.

**ARTICLE 26.** Motion made and seconded that the Town direct the Moderator, with the advice and consultation of such other town officers as she cares to seek, to appoint a committee for the purpose of investigating the desirability and feasibility of the acquisition by the Town of the property situated on Pleasant Street in Dunstable, believed to be owned by Salmon Brook Realty Trust, subject to a life estate in Mary A. DeBarbian, shown as Lot O, Block 41 on Map 12 of the Dunstable Assessors, believed to contain in total approximately four (4) acres, or any portion thereof, and to report to next year's Annual Town Meeting, or to any Special Town Meeting convened prior thereto.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 25.** Motion made and seconded to take no action (that the Town amends the Zoning Bylaw regarding the reclassification of property on Pleasant Street, being Lot 0, Block 40, Assessors Map 12, from "R-1 Single Family Residence" to "B-1 Retail Business" with a map).

Majority Vote Required  
Voted in the Affirmative

At 11:30 pm a motion was made and seconded to recess the Annual Town Meeting until the following evening, May 11, 2004.

Voted in the Affirmative

Total number of voters checked in: 214.

Respectfully submitted,

Carol A. Skerrett  
Town Clerk

**ANNUAL TOWN MEETING ADJOURNED**  
**May 12, 2004**

After determining that a quorum was present, the recessed portion of the Annual Town Meeting was called to order at 7:11 p.m. by Moderator Anne Farina.

**ARTICLE 28.** Motion made and seconded that the Town designate FY2005 as the initial fiscal year within which the provisions of MGL Chapter 59, Section 5K, authorizing persons over 60 years of age to perform volunteer services in exchange for a reduction of property taxes, will become effective, said statute having been adopted by vote of the Town under Article 17 of the Annual Town Meeting of May 12, 2003.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 29.** Motion made and seconded to accept the provisions of MGL Chapter 40, Sections 42G – 42I, as amended, authorizing the levy of special assessments to meet the cost of laying water pipes in public and private ways.

Majority Vote Required  
Yes 45    No 28  
Voted in the Affirmative

**ARTICLE 30.** Motion made and seconded that the Town direct the Moderator, with the advice and consultation of such other town officers as she cares to seek, to appoint a committee for the purpose of investigating the feasibility of planning and taking action on the matters referred to in **ARTICLE 30**, to wit, the construction of a new pump station at the second well, the construction of a new water storage tank, and the installation of new mains along Depot, Brook and Pleasant Streets; and to report to next year's Annual Town Meeting, or to any Special Town Meeting convened prior thereto.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 31.** Motion made and seconded that the Town direct the Moderator to request of the Committee to be appointed pursuant to motion voted pursuant to **ARTICLE 30** to consider as well, the prospect and feasibility of considering a future intermunicipal agreement with the Town of Pepperell under which the Dunstable Water Department would provide operational water service to Pepperell, or portions thereof. *[Lengthy discussion followed the motion.° Water Commissioner Karl Huber stated that early studies suggest the long-term revenue from this arrangement could total as much as \$30,000 a month. Town meeting members questioned the Town's liability in providing water service and expressed concerns that we would have contractual obligations that would not allow us to discontinue service at any point. Members expressed concerns that running water lines throughout the town that were large enough to service 2 towns could open the Town to large 40B development. Selectman Bob Nelson stated that the consensus of the Water Investigation Committee, formed the previous year, was that it was not in the best interest of the Town to enter into an agreement with Pepperell].*

Majority Vote Required  
Motion Defeated

**ARTICLE 32.** Motion made and seconded that the Town accept as a public way in the Town, a certain way known as Adam Street, the same having been duly laid out by the Board of Road Commissioners on April 28, 2004, and filed with the Town Clerk on April 29, 2004, all as prescribed in applicable law; and further, that the Selectmen be hereby given the authority to take by eminent domain, on behalf of the Town, as provided under Massachusetts General Laws, Chapter 82, Section 24, as amended such interest in easement or fee as are in their discretionary judgment necessary to these purposes; and further that the Selectmen or the Road Commissioners be hereby authorized to accept in behalf of the Town any deeds or releases of any such interest from any parties holding the same.

2/3 Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 33.** Motion made and seconded that the Town accept as a public way in the Town, a certain way known as Brittany Lane, the same having been duly laid out by the Board of Road Commissioners on April 28, 2004, and filed with the Town Clerk on April 29, 2004, all as prescribed in applicable law; and further, that the Selectmen be hereby given the authority to take by eminent domain, on behalf of the Town, as provided under Massachusetts General Laws, Chapter 82, Section 24, as amended such interest in easement or fee as are in their discretionary judgment necessary to these purposes; and further that the Selectmen or the Road Commissioners be hereby authorized to accept in behalf of the Town any deeds or releases of any such interest from any parties holding the same.

2/3 Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 34.** Motion made and seconded that the Town accept as a public way in the Town, a certain way known as Horse Hill Street, the same having been duly laid out by the Board of Road Commissioners on April 28, 2004, and filed with the Town Clerk on April 29, 2004, all as prescribed in applicable law; and further, that the Selectmen be hereby given the authority to take by eminent domain, on behalf of the Town, as provided under Massachusetts General Laws, Chapter 82, Section 24, as amended such interest in easement or fee as are in their discretionary judgment necessary to these purposes; and further that the Selectmen or the Road Commissioners be hereby authorized to accept in behalf of the Town any deeds or releases of any such interest from any parties holding the same.

2/3 Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 35.** Motion made and seconded that the Town accept as a public way in the Town, a certain way known as Jamie Road, the same having been duly laid out by the Board of Road Commissioners on April 28, 2004, and filed with the Town Clerk on April 29, 2004, all as prescribed in applicable law; and further, that the Selectmen be hereby given the authority to take by eminent domain, on behalf of the Town, as provided under Massachusetts General Laws, Chapter 82, Section 24, as amended such interest in easement or fee as are in their discretionary judgment necessary to these purposes; and further that the Selectmen or the Road Commissioners be hereby authorized to accept in behalf of the Town any deeds or releases of any such interest from any parties holding the same.

2/3 Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 36.** Motion made and seconded that the Town accept as a public way in the Town, a certain way known as Kimberly Lane, the same having been duly laid out by the Board of Road Commissioners on April 28, 2004, and filed with the Town Clerk on April 29, 2004, all as prescribed in applicable law; and further, that the Selectmen be hereby given the authority to take by eminent domain, on behalf of the Town, as provided under Massachusetts General Laws, Chapter 82, Section 24, as amended such interest in easement or fee as are in their discretionary judgment necessary to these purposes; and further that the Selectmen or the Road Commissioners be hereby authorized to accept in behalf of the Town any deeds or releases of any such interest from any parties holding the same.



2/3 Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 37.** Motion made and seconded that the Town accept as a public way in the Town, a certain way known as Kristen Lane, the same having been duly laid out by the Board of Road Commissioners on April 28, 2004, and filed with the Town Clerk on April 29, 2004, all as prescribed in applicable law; and further, that the Selectmen be hereby given the authority to take by eminent domain, on behalf of the Town, as provided under Massachusetts General Laws, Chapter 82, Section 24, as amended such interest in easement or fee as are in their discretionary judgment necessary to these purposes; and further that the Selectmen or the Road Commissioners be hereby authorized to accept in behalf of the Town any deeds or releases of any such interest from any parties holding the same.

2/3 Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 38.** Motion made and seconded that the Town accept as a public way in the Town, a certain way known as Robbins Farm Road, the same having been duly laid out by the Board of Road Commissioners on April 28, 2004, and filed with the Town Clerk on April 29, 2004, all as prescribed in applicable law; and further, that the Selectmen be hereby given the authority to take by eminent domain, on behalf of the Town, as provided under Massachusetts General Laws, Chapter 82, Section 24, as amended such interest in easement or fee as are in their discretionary judgment necessary to these purposes; and further that the Selectmen or the Road Commissioners be hereby authorized to accept in behalf of the Town any deeds or releases of any such interest from any parties holding the same.

2/3 Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 39.** Motion made and seconded that the Town take no action as none can be taken at this time (*that the Town accept as a public way in the Town, a certain way known as Sky Top Lane*).

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 40.** Motion made and seconded that the Town authorize the Board of Health to enter into and/or extend a contract with any provider of household waste removal services, hazardous or otherwise, public or private, including by such vote the authority to enter into agreements under Massachusetts General Laws, Chapter 40, Section 4 and/or 4A, or any other provisions of law and the authority in behalf of said Board of Health to determine terms and provisions of any such agreements, the costs of such services to be defrayed pursuant to an appropriation made under Article 2 of this warrant, budget line item #510.005.

Majority Vote Required  
Voted in the Affirmative

**ARTICLE 41.** Motion made and seconded that the Town authorize the use of a revolving fund for the next fiscal year pursuant to the authority of Section 53E  $\Omega$  of Chapter 44 of the General Laws, as established under Chapter 275 of the Acts of 1990, to be administered to be administered and expended by the Board of Health for the operation and maintenance of the solid waste facility/transfer station including the payment of wages or salaries of employees of such facility who are not full time employees of the Town, such fund to be funded by receipts collected for tags, stickers and recycling and other such permit fees appertaining to the use of the solid waste facility/transfer station, the maximum dollar limit to be expended from such fund during the next fiscal year to be Twenty Five Thousand Dollars (\$25,000.00).

Majority Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 42.** Motion made and seconded that the Town authorize the Board of Selectmen to enter into and/or extend a contract with any provider of dispatch and related services, public or private, including by such vote the authority to enter into agreements under Massachusetts General Laws, Chapter 40, Section 4 and/or 4A, or any other provisions of law and the authority in behalf of said Board of Selectmen to determine terms and provisions of any such agreements the costs of such services to be defrayed pursuant to an appropriation made under Article 2 of this warrant, budget line item #210.007.

Majority Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 43.** Motion made and seconded that the Town authorize the use of a revolving fund for the next fiscal year pursuant to the authority of Section 53 E1/2 of Chapter 44 of the General Laws, as established under Chapter 275 of the Acts of 1990 to be administered and expended by the PB for engineering services and supervisory services related to subdivision, special permits, and site plans, including the payment of wages or salaries of employees of the town engineer or any other engineering firm engaged by the PB, who are not full time employees of the town, such funds to be funded by receipts collected from engineering fees and any other such permit fees appertaining to development of land as detailed by the PB in their Rules and Regulations for Subdivisions, the maximum dollar limit to be expended from such fund during the next fiscal year to be \$25,000.

Majority Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 44.** Motion made and seconded that the Town take no action (relative to the Stabilization Fund).

Majority Vote Required  
Voted in the Affirmative Unanimously

**ARTICLE 45.** Motion made and seconded that the Town allow the Board of Assessors to use Three Hundred Forty Two Thousand, One Hundred Ninety Five Dollars (\$342,195.00) of Free Cash in the Treasurer’s hands to be applied against theFY2005 annual budget expenditures voted at this meeting in order to meet the requirements of Proposition 2 1/2.

Majority Vote Required  
Voted in the Affirmative Unanimously

Motion made and seconded to adjourn at 8:45 p.m. Total number of voters checked in: 92.

Voted in the Affirmative

	<u><b>BUDGET</b></u>	<u><b>ARTICLES</b></u>
*Raise and Appropriate	\$6,483,146.00	[\$6,389,680.00]
Transfer from Water Receipts	52,600.00	
*Total Budget	\$6,535,746.00	[\$6,442,280.00]
Transfer from Free Cash	\$ 7,500.00	
Transfer from Free Cash to offset FY05 expenditures (Article 45)	\$ 342,195.00	
Establishment of Revolving Fund, Chapter 44, Section 53E 1/2 (solid waste) (Article 41)	\$ 25,000.00	
Establishment of Revolving Fund, Chapter 44, Section 53E 1/2 (Planning Board engineer)	\$ 25,000.00	
Authorization to Borrow MGL Chapter 90 (Article 10)	\$ 88,594.73	
Transfer from Highway Machine Reserve Fund as follows:	\$ 20,000.00	
a. To Highway Machinery Account	4,454.64	
b. To Lease/Purchase Account (Article 13)	14,545.36	

\* Includes GDRSD Operating Budget of \$3,324,466.00 provided that \$93,466.00 of such appropriation is contingent on an affirmative vote relative to the pertinent ballot provision on the Annual Town Election ballot for May 17, 2004; but failing an affirmative vote on the Town Election ballot, then the Town raise and appropriate in the alternative, the sum of \$6,389,680.00.

Respectfully submitted,  
  
Carol A. Skerrett  
Town Clerk

# ANNUAL TOWN ELECTION

May 17, 2004

Total Ballots Cast: 983 [50% of registered voters]

## SELECTMAN [1]

Ted Gaudette ..... 479  
Lisa Dingle ..... 432  
Ralph Sabatino ..... 60

## ROAD COMMISSIONER [1] – 2 YEARS

Michael Martin ..... 401  
Brett Rock ..... 358

## ROAD COMMISSIONER [1] – 3 YEARS

James Regan ..... 758

## WATER COMMISSIONER [1]

David Wellington ..... 721

## ASSESSOR [1]

Robert Kennedy ..... 817

## BOARD OF HEALTH [1]

William Moeller ..... 699

## PLANNING BOARD [1]

Willard Goldthwaite ..... 770

## COMM. OF TRUST FUNDS [1]

Mary Beth Pallis ..... 787

## COMM. TO EXPEND PROCTOR & PARKHURST TRUST FUNDS – 5 YEARS

Pam Crocker [write in] ..... 39

## COMM. TO EXPEND PARKHURST FREE LECTURE FUNDS – 4 YEARS

Beth Dahlberg-Falkner [write in] ..... 44

## COMM. TO EXPEND PARKHURST FREE LECTURE FUNDS – 3 YEARS

Pam Crocker [write in] ..... 47

## COMM. TO EXPEND PARKHURST FREE LECTURE FUNDS – 2 YEARS

Julie Spang [write in] ..... 49

## TOWN CLERK [1]

Carol Skerrett ..... 811

## PARK COMMISSIONER [1]

Michael Palumbo ..... 432  
Edward Fahy ..... 390

## CONSTABLES [2]

Patrick Murphy ..... 691  
Sean Ready ..... 589

## LIBRARY TRUSTEE [1]

John Callahan ..... 732

## CEMETERY COMMISSIONER [1]

Judy Larter ..... 808

## TOWN MODERATOR [1]

Anne Farina ..... 766

## ADVISORY BOARD [2]

Harold Simmons ..... 753  
Richard Silveria ..... 700

## COMM. PARKHURST FREE LECTURE [1]

Joan Simmons ..... 811

**Question #1:** Shall the Town of Dunstable vote accept the provisions of section six C of chapter forty of the General Laws which authorizes cities and towns to appropriate money for the removal of snow and ice from private ways therein open to public use?

Yes: 544    No: 405

**Question #2:** Shall the Town of Dunstable be allowed to assess an additional \$93,466.00 in real estate and personal property taxes for the purpose of financing, in part, the Town's assessed share of the budget of the Groton-Dunstable Regional School District for the fiscal year beginning July first, two thousand and four?"

Yes: 348    No: 629

# STATE PRIMARY

September 14, 2004

Total Ballots Cast: 123 [6% of registered voters]

Democrat	72 Ballots Cast
Republican:	50 Ballots Cast
Green-Rainbow:	0 Ballots Cast
Libertarian:	1 Ballot Cast

## Representative in Congress, Fifth District

### **Democrat**

Martin Meehan ..... 56

### **Republican**

Ilana Freedman ..... 25

Thomas Tierney ..... 23

### **Green-Rainbow**

No Nomination

### **Libertarian**

No Nomination

## Councillor, Third District

### **Democrat**

Marilyn Petitto Devaney ..... 50

### **Republican**

No Nomination

### **Green-Rainbow**

No Nomination

### **Libertarian**

No Nomination

## Senator in General Court,

### First Middlesex District

### **Democrat**

Steven Panagiotakos ..... 60

### **Republican**

Brooks Lyman ..... 42

### **Green-Rainbow**

No Nomination

### **Libertarian**

No Nomination

## Representative in General Court,

### First Middlesex District

### **Democrat**

No Nomination

### **Republican**

Robert Hargraves ..... 46

### **Green-Rainbow**

No Nomination

### **Libertarian**

No Nomination

..... Republican

..... Green-Rainbow

..... Libertarian

No Nomination .....

No Nomination ..... No Nomination

## Sheriff, Middlesex County

### **Democrat**

James DiPaola ..... 36

Robert DeMoura ..... 29

### **Republican**

No Nomination

### **Green-Rainbow**

No Nomination

### **Libertarian**

No Nomination

# **SPECIAL TOWN MEETING**

**October 25, 2004**

A quorum was announced and Moderator, Anne Farina, called the Special Town Meeting to order at 7:03 pm. Following the Pledge of Allegiance, brief announcements commenced concerning motion card modifications and absentee ballots for the State Election. Town Clerk, Carol Skerrett read the greetings; a motion was made and seconded to dispense with the reading of the articles, ending with the closing of the warrant and return of service. A disclosure by Anne Farina was made concerning her association with the formation of the Water Investigation Committee [WIC]; no objections to her presiding as Moderator for Article 1 were made from the audience.

**ARTICLE 1.** Motion made and seconded that the Town vote to appropriate by a transfer from free cash, the sum of \$250,000.00 for the purpose of implementing improvements to the water system of the Town in order to bring the system into compliance with current requirements of the Department of Environmental Protection, such improvements to include, without necessarily being limited to, the possibility of a new pump station, a water storage tank, or such other improvements as will meet the requirements imposed on the Town in connection with its public water supply; and to authorize the Board of Water Commissioners to apply for, accept and expend any State or Federal grants that are or may become available for these purposes.

Majority Vote Required.

Yes 134    No 2

Motion Passes

**ARTICLE 2.** Motion made and seconded that the Town vote to borrow under the authority of any applicable provision of law, the sum of One Million Two Hundred Fifty Thousand [\$1,250,000.00] Dollars for the purpose of acquiring certain land, being a certain parcel of real property together with improvements thereon, situated on Main Street and Lowell Street in Dunstable, believed to be owned by Best Family Lowell Street Realty Trust, and shown as Lot 0, Block 143 on Map 17 of the Dunstable Assessor's Office, believed to contain approximately 10.64 acres of land, and being the same property described in a deed recorded in the Middlesex North Registry of Deeds at Book 11253, Page 003, such sum hereby authorized for borrowing to be contingent however, upon an affirmative vote at a Special Town Election to be held on November 15, 2004 relative to the exemption of the debt service thereon from the provisions of Proposition 2 1/2 so called.

2/3 Vote Required

Yes 98    No 26 [124 total]    83 required

Motion Passes

**ARTICLE 3.** Motion made and seconded that the Town take no action on this article [a certain parcel of land situated on Main Street and Forest Street].

Majority Vote Required

Motion passes

**ARTICLE 4.** Motion made and seconded that the Town vote to authorize the sale of a certain parcel of real property located on Century Way, described in tax taking filed and recorded in the Middlesex North Registry of Deeds at Book 8244, Page 221, believed to contain 2.12 acres of land, and to authorize the Board of Selectmen acting in behalf of the Town, in collaboration with the Town Treasurer and Tax Collector, to negotiate agreements, make consultations, conduct tests, effect transfers of title or custody within the Town administrative establishment, appoint an administrator of tax title lands under G.L. c60 Section 77A, and otherwise do those things which in the discretion of the Board are necessary to the accomplishment of these purposes, all in accordance with applicable law.

2/3 Votes Required  
Yes 115    No 0  
Motion Passes Unanimously

**ARTICLE 5.** Motion made and seconded to take no action [funding the cost of providing support and supplementation for the Town’s administrative duties and functions].

Majority Vote Required  
Motion Passes Unanimously

**ARTICLE 6.** Motion made and seconded to take no action [on approving the establishment of a stabilization fund by the Groton-Dunstable Regional School District].

Majority Vote Required  
Motion Passes Unanimously

Motion made and seconded to adjourn the Special Town Meeting at 8:49 pm. Total number of voters check in: 139. Full contents of the minutes of the Special Town Meeting are on file with the Office of the Town Clerk, available on request.

Respectfully submitted,  
  
Carol A. Skerrett  
Town Clerk

<b><u>Appropriations:</u></b>	<b><u>ARTICLES</u></b>
Raise and Appropriate:	
Transfer from Free Cash:	\$250,000.00
Vote to Borrow [contingent on an Affirmative vote at the Special Town Election on Nov. 15, 2005]:	1,250,000.00



# STATE ELECTION

November 2, 2004

Total Ballots Cast: 1,757 [84% of registered voters]

## Electors of President and Vice President

Badnarik and Campagna	Libertarian .....	12
Bush and Cheney	Republican .....	883
Cobb and Lamarche	Green-Rainbow .....	3
Kerry and Edwards	Democrat .....	842

## Representative in Congress, Fifth Middlesex District

Martin Meehan	Democrat .....	996
Thomas Tierney	Republican .....	705

## Councillor

Marilyn Devaney	Democrat .....	1,104
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## Senator in General Court, First Middlesex District

Steven Pangiotakas	Democrat .....	1,022
Brooks Lyman	Republican .....	635

## Representative in General Court, First Middlesex District

Robert Hargraves	Republican .....	1,288
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## Sheriff, Middlesex County

James DiPaola	Democrat .....	1,184
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## Question #1 [Nonbinding] Right to Shared Custody

Yes	1,445	No	173
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# SPECIAL TOWN ELECTION

November 15, 2004

Total Ballots Cast: 450 [22% of registered voters]

**Question #1** – Shall the Town of Dunstable be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts requires to pay for the bonds or other debt instruments issued by the Town of Dunstable, for purchase of the property at Main Street and Lowell Streets, described in Article 2 of the October 25, 2004 Special Town Meeting”

Yes: 200      No: 250

**Question #2** – Shall the Town of Dunstable be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts requires to pay for the bonds or other debt instruments issued by the Town of Dunstable, for purchase of the property at Main Street and Forest Streets, described in Article 3 of the October 25, 2004 Special Town Meeting”

Yes: 153      No: 274

# REPORT OF THE BOARD OF ASSESSORS

To the Honorable Board of Selectmen and the Townspeople of Dunstable:

The three members of the Board of Assessors are elected to a staggered three-year term. The Board meets on the 2<sup>nd</sup> Thursday of each month at the Town Hall, 511 Main Street at 7:00 p.m.

The Board of Assessors is responsible for valuing real estate and personal property, processing motor vehicle excise taxes, processing statutory tax exemptions (for disabled veterans, elderly, and widows), and for setting the tax rate each year. Valuation sheets are available for public viewing in the assessors' office or at the library.

Items subject to personal property taxation include boats, livestock, business machinery, and unregistered motor vehicles. There is no tax on household goods. Taxpayers may appeal a real or personal property assessment by filing an abatement form with the board prior to October 1 of the year in question or 30 days from the mailing of the first tax bill. An abatement form may be obtained from the Board of Assessors office at the Town Hall.

Each year the Board of Selectmen conduct a public hearing and with the information provided by the Assessing Office, determine if they wish to shift a portion of the tax burden from the residential and open space properties to the commercial, industrial, and personal property owners through classification.

Anyone wishing a meeting with the Board should contact the office at (978) 649-4514 ext. 227.

## **Board Members:**

Robert Kennedy, Chairman  
Robert Ricardelli  
George Frost

## **Office Staff:**

Victor E. Stewart, Assistant Assessor, Appraiser  
Teresa Atwood, Secretary

## **F/Y 2005 TAX LEVY COMPUTATIONS**

Total amount to be raised	\$6,667,399.93
Total receipts and other revenue	1,236,105.00
Local tax levy	\$5,431,294.93

## **F/Y 2005 TOTAL VALUATIONS BY CLASS**

	<b><u>Parcels</u></b>	<b><u>Value</u></b>	<b><u>Levy %</u></b>	<b><u>Tax Dollars</u></b>
Residential	1303	\$410,158,770	96.3605	\$5,233,625.91
Commercial	6	4,479,912	1.0525	57,163.68
Industrial	18	3,252,800	.7642	41,505.73
Personal Property	36	7,758,590	1.8228	98,999.61
Total	1363	\$425,650,072	100.0000	\$5,431,294.93

**F/Y2004 TAX RATE 12.76 PER THOUSAND, ALL CLASSES**

Levy Limit Components	
F/Y 2003 BASE	4,150,724
+2.5%	103,768
Allowable growth	141,352
Debt Exclusion	1,038,320
Total	5,434,164
Excess levy capacity	2,870

# REPORT OF TAX COLLECTOR

## July 1, 2003 through June 30, 2004

<u>Tax</u>	<u>Levy</u>	<u>Refund</u>	<u>Payment to Treasurer</u>	<u>Abatements Tax Title</u>	<u>Uncollected</u>
<b>Year 2004</b>					
Real Estate	\$5,082,849.60	\$10,260.72	\$5,017,417.22	\$10,057.58	\$65,635.52
Personal Property	\$108,569.78	\$0.00	\$108,555.71	\$14.07	\$0.00
MV Excise	\$380,671.43	\$3,255.40	\$350,905.40	\$13,460.10	\$19,561.33
Water Betterment	\$2,739.85	\$0.00	\$2,739.85	\$0.00	\$0.00
<b>Year 2003</b>					
Real Estate	\$101,362.73	\$231.39	\$93,771.11	\$3,758.18	\$4,064.83
MV Excise	\$99,547.94	\$3,041.14	\$87,273.73	\$4,218.06	\$11,097.29
Forest Products	\$5,221.85	\$0.00	\$5,221.85	\$0.00	\$0.00
<b>Year 2002</b>					
Real Estate	\$3,380.82	\$0.00	\$181.03	\$1,468.49	\$1,731.30
MV Excise	\$4,428.78	\$140.93	\$2,235.23	\$140.93	\$2,193.55
Forest Products	\$6,604.16	\$0.00	\$6,604.16	\$0.00	\$0.00
<b>Year 2001</b>					
Real Estate	\$2,041.71	\$0.00	\$240.16	\$0.00	\$1,801.55
MV Excise	\$1,410.11	\$0.00	\$205.74	\$0.00	\$1,204.37
<b>Year 2000</b>					
Real Estate	\$1,782.11	\$0.00	\$0.00	\$0.00	\$1,782.11
MV Excise	\$717.29	\$0.00	\$0.00	\$0.00	\$717.29
<b>Year 1999</b>					
Real Estate	\$1,788.94	\$0.00	\$0.00	\$0.00	\$1,788.94
MV Excise	\$796.77	\$0.00	\$46.77	\$750.00	\$0.00
<b>Year 1998</b>					
Real Estate	\$1,760.39	\$0.00	\$0.00	\$0.00	\$1,760.39
<b>Year 1997</b>					
Real Estate	\$1,689.80	\$0.00	\$0.00	\$0.00	\$1,689.80
<b>Year 1996</b>					
Real Estate	\$1,658.91	\$0.00	\$0.00	\$0.00	\$1,658.91
<b>Year 1995</b>					
Real Estate	\$1,482.55	\$0.00	\$0.00	\$0.00	\$1,482.55

<b>Year 1994</b>					
Real Estate	\$1,460.57	\$0.00	\$0.00	\$0.00	\$1,460.57
<b>Year 1993</b>					
Real Estate	\$1,363.45	\$0.00	\$0.00	\$0.00	\$1,363.45
<b>Year 2005-2007</b>					
Water Betterment	\$7,108.55	\$0.00	\$406.65	\$0.00	\$6,701.90
Roll-Back Taxes	\$22,531.95	\$0.00	\$22,397.18	\$0.00	\$134.77
<b>TOTAL TAXES</b>			<b>\$5,698,201.79</b>		
<b>DEMANDS AND OTHER COSTS</b>			<b>\$2,880.00</b>		
<b>INTEREST</b>			<b>\$16,288.11</b>		
<b>PAID TO TOWN TREASURER</b>			<b>\$5,717,369.90</b>		

Respectfully submitted,  
 Bonnie S. Ricardelli  
 Collector of Taxes

## REPORT OF THE LIBRARIAN

The Dunstable Free Public Library was very fortunate in 2004 to have been able to employ seniors through the Senior Abatement Program. Carol Bacon is working on cataloging our Special Collection material. Martin Coppinger works faithfully on Fridays doing light maintenance. Gloria Goss and Ruth Rogers work as a team circulating material and weeding material. Carol Valliancourt works on Wednesdays setting up and breaking down for the Senior Drop-in Center lunch program. All of these seniors have been an asset to the Library and we look forward to working with them each year.

I have been working on adding to our audio and DVD collection. I am always interested in what patrons are requesting and take a general look at what is being circulated from other towns by our patrons. This gives me a good idea of what to add to our own collection. Please feel free to email any requests for purchase to me directly at [mpallis@mvlc.org](mailto:mpallis@mvlc.org) and I will do my best to accommodate.

Sue Tully and I have worked at adding to the Young Adult area. A computer has been placed there for basic use, the staff is always around to assist this population. We have worked hard at establishing space for the Young Adults of the community and would appreciate this space to be respected by those with younger children. That is why we have posted that this space is not to be used by children under 10 years of age. Keep in mind that some day your younger child will be old enough to use this space and should be able to do so without interruption. For those Young Adults not familiar with the space, we have set up comfortable chairs, magazines, tables for research or homework. We are also adding to the audio and cd collection.

I would like to take the opportunity to mention the staff. We are fortunate to have Margaret Abeyta working Monday nights. She continues to bring her years of experience to the job. Alex Bodnar has been doing a wonderful job multi-tasking both in Technical Service and the Circulation Desk. Amy Regan has also been doing a fabulous job filling in with her Technical expertise and running the Circulation Desk. Gail Silveria our newest staff member has gone above and beyond attending trainings in Andover to make sure the patrons receive her very best. We are very lucky to have Barbara St. Jean not far up the road; she is here in a pinch offering patrons top notch service. Susan Tully continues to work closely with the youth of the community as well as the elders. She has spent a year making sure that there is something for everyone here at the Library. Terri Wiscarva has been with the library for over a decade and continues to work hard at all of her tasks. The Library is fortunate to have such a dedicated, talented and thoughtful staff. They work well together and fill in for each other making sure the needs of the community are met.

Respectfully submitted,

Mary Beth Pallis  
Library Director

<b>Discarded items total:</b>	<b>681</b>			
<b>Added Materials:</b>	<b>Books—1975</b>	<b>Audio/CD's—119</b>	<b>DVDs—83</b>	<b>Videos—72</b>

## **REPORT OF THE TRUSTEES OF THE DUNSTABLE FREE PUBLIC LIBRARY**

It has been another busy year at the Library. Mary Beth Pallis, continues to serve the town as Library Director. She has the responsibility of handling day to day maintenance as well as personnel of the Library. As with any business and building there are situation that arise, which she handles in a responsible and timely manner

We are full members of the MVLC (Merrimack Valley Library Consortium). Through this connection, patrons have access to materials of over 30 other libraries in the region. They enjoy the convenience of placing their requests on-line and just come by to pick up the materials when notified. The circulation through this program has greatly increased. For the size of our town we are required to be open 15 hours a week. Our Library is actually open 30 hours to better serve the community. Due to the increase in circulation and use of the Library, another staff position of 8 hours a week, has recently been added to help patrons during the busiest hours.

The children in town continue to benefit greatly by the work of our Children's Librarian, Sue Tully. A great number of programs and activities are held each year for young children. These serve to not only entertain, but also help promote a love of reading of a great many topics. Mary Beth and Sue are always looking for more ways to encourage young adults to frequent the library. They continue to improve the Young Adult area, making it an ideal place for them to do their research, to study, and to read.

Great improvements to the door off of the Children's Room were made. Ray Tremblay has done a wonderful job with this project. He began by building a pitched roof above the door and installed a diverter to help with the water run off. When the weather warmed he then replaced the damaged cement step.

As time goes on improvements have been made here and there. Recently the lighting was improved in the back reading room. It was just a matter of changing the bulbs and positioning the canisters of the track lighting in the proper directions for better effect.

Carol Bacon retired from the Trustees after serving 15 years on the Board. We have greatly benefited from Carol's experience and expertise over the years. She is a former Librarian here in Dunstable and was Librarian in Tyngsborough for many years. Fortunately she has not disappeared from the Library. She has been working on cataloging our Special Collection material. She is working through the town Senior Abatement Program. Other seniors are also working at the library through this program.

John Callahan who has been a member of the Friends of the Library for many years was elected to the Board of Trustees at the last town election. With him he brings his experiences as a "Friend" and a Librarian with UMass Lowell. Cathy Bence continues to serve on the Board of Trustees and is employed by the Pollard Memorial Library in Lowell.

Even though we have had previous elections at the Library, this past November, was the first time a Presidential Election was held.

For some, this was the first time they had been in the new Library. Prior to this election the signage for the Handicap Parking became more visible. We thank the Highway department for helping with these upright signs.

The staff is here to assist you when you visit the library. There is much offered including: Books, Magazines, Audio Books, CDs of music and Books on CD, DVDs, Videos, a great assortment of research materials and computers are available for your use. You may find groups in attendance for Book Club, Friends of the Library, and Crafts. Many programs are held during the year covering a wide range of interests. There are sign up sheets for these and a calendar is posted for upcoming events.

We thank the Highway Dept., Police Dept. and Fire Dept. for their continued support of the Dunstable Free Public Library. Thank you also to those whom have made donations. Your ongoing support of our Library is greatly appreciated.

Please refer to the Town Accountant's Report for details of Library Trust Funds.

Respectfully submitted,

Trustees of the Dunstable Free Public Library  
Anne Paquin, Chair  
Catherine Bence, Secretary  
John Callahan



# REPORT OF THE FIRE DEPARTMENT

The Fire Department has worked in dose cooperation with the Police Department this past year and I want to extend my thanks to Chief Downs, and his department for their assistance this year. I would also like to extend my gratitude to the EMTs for their dedication and cooperation during this year.

I would like to extend my thanks to the members of the Fire Department for their time and assistance responding to the (39) calls the department had this year. The good news :s that we did not have as many calls as in 21)03 (50 calls). We had some major calls this year that required a lot of manpower to fight I am very pleased with the turnout and efforts of the members of the Fire Department. Their support, along with the assistance of neighboring towns for mutual aid, is always a tremendous help and greatly appreciated.

I would like to take this opportunity to recognize Arthur Guild, Ronald Mikol, and Brian Rich for all of their time and energy in working on the fire station extension. They have spent a great deal of time working on the extension and all of the finishing touches. The project would not be completed and took as great as it does, without their time and dedication. Thank you!!

I would also like to extend my thanks and appreciation to the Ladies Auxiliary for hosting yet another incredibly successful “Pizza Night”. The event requires a great deal of planning and energy to run. They do such an incredible (oh. I am very proud of them. Great job ladies!

The officers and members of the Fire Department wish to take this opportunity to thank the citizens of Dunstable for your continued cooperation in fire prevention, keeping the number of fires to a minimum. We greatly appreciate your continued support of the various fund raising activities sponsored by the department.

## Officers of the Fire Department:

Fire Chief George Bacon	Deputy Chief Charles Rich, Jr.
Captain Harold Simmons	Captain Dennis Hoar
	Lieutenant Arthur Guild

## Volunteer Members of the Fire Department:

George Aggott, David Barker, Wayne Cornell, Gordon Davidson, Seth Dubey, Shawn Ferrari, Larry Gerossi, Peter Gove Jr., Erik Hoar, Chris Locapo, Stacy Locapo, Tom Matthews, Ronald Mikol, Mark Quirbach, Brian Rich, Charles Rich, Sr., Greg Rich, Ben Simmons, Robie Stevens, and Frank Wright

## Members of the Ladies Auxiliary:

Dawn Ferrari	Joan Ferrari	Joan Simmons
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## Incident Break Down for 2004:

False Alarms ..... 13	Auto Accident ..... 4	Service Calls ..... 4	Mutual Aid ..... 3
Brush Fire ..... 3	Carbon Monoxide Det. 3	Structure Fires ..... 3	Trash Fire ..... 1
Assist Police ..... 1	Boiler Malfunction.1	Aircraft (Standby)..1	Automobile Fire ... 1
Lightening Strike (no fire) ..... 1		<b>TOTAL CALLS:</b>	<b>39</b>

Respectfully Submitted,  
George W. Bacon, Fire Chief

# REPORT OF THE WIRING INSPECTOR

## Electrical permits 2004

<u>Permit</u>	<u>Name</u>	<u>Address</u>	<u>Work</u>	<u>Date</u>	<u>Fee</u>
1	Harry Allard	35 Valley St.	new house	1/5/2004	185
2	Michelle Hoffman	257 Pleasant St.	addition	1/26/2004	75
3	Gary Guarino	141 Century Way	addition	1/12/2004	75
4	Crystal Farm	416 Main St.	new serv/barn	1/12/2004	125
5	High Oaks Rlty Trust	284 Hall St.	new house	1/28/2004	150
6	Dan Locapo	27 Lower Dam Way	serv change/remodel	2/2/2004	250
7	Jay Falkner	271 Kemp St.	alarm	2/4/2004	50
8	David Lang	20 Brittany Lane	attic	2/4/2004	50
9	Laurie Banville	96 Oak St.	dishwasher	2/19/2004	35
10	Evan. Cong. Church	518 Main St.	cell tower	2/19/2004	225
11	Joe Shannon	85 Cross St.	service change	3/2/2004	100
12	Harry Allan	155 Lowell St.	new house	3/2/2004	185
13	Harry Allan	175 Lowell St.	new house	3/2/2004	185
14	Joshua West	951 Main St.	addition	3/4/2004	75
15	Kelly Morris	33 Lake St.	enc porch	3/10/2004	75
16	Ron Sartschev	81 Parkhurst	dishwasher	3/15/2004	35
17	Stephen Smith	815 Main St.	addition	3/25/2004	75
18	Joyce Fredericks	60 Forest St.	remodel	4/1/2004	75
19	David Johnson	55 Mill St.	addition	4/2/2004	75
20	Paul Herlihy	1094 Main St.	addition	4/12/2004	100
21	Cindy Batliner	4 Upton St.	ag pool	4/15/2004	70
22	Michael Corkery	73 Cross St.	addition	4/15/2004	75
23	Lisa Dingle	68 Thorndike St.	ig pool	5/3/2004	100
24	Lori Pappas	5 Horse Hill St.	porch	5/3/2004	75
25	Justin Pallis	764 Main St.	dishwasher	5/12/2004	35
26	Kathy Stevens	460 Westford St.	dishwasher	5/12/2004	35
27	Ken Tully	18 Century Way	new house	5/19/2004	185
28	Ken Tully	18 Century Way	alarm	5/25/2004	50
29	Mark Murch	6 Kimberly Lane	porch	5/26/2004	75
30	David Pallian	46 Oak St.	alarm	6/1/2004	50
31	James McCarthy	143 Thorndike St.	temp service	6/1/2004	75
32	Ken Johnson	15 Brittany Lane	3rd floor remodel	6/3/2004	100
33	Tony Barbosa	100 Sky Top Lane	ig pool	6/7/2004	100
34	David Pallian	46 Oak St.	serv change/addition	6/7/2004	275
35	David Pallian	46 Oak St.	phone,cable,data	6/7/2004	50
36	Gerald White	1 Trask Way	garage/trench	6/8/2004	100
37	Paul Debrecini	15 Kimberly Lane	ag pool	6/10/2004	70
38	Lisa Yuasa	53 Forest St.	ig pool	6/10/2004	100
39	Albert Young	51 Cross St.	enclose deck	6/15/2004	75
40	Dennis Werger	42 Pond St.	addition	7/1/2004	75
41	Mary Dacquino	519 Main St.	serv change/ug	7/1/2004	235
42	Todd Poindexter	88 High St.	ag pool	7/1/2004	70

<u>Permit</u>	<u>Name</u>	<u>Address</u>	<u>Work</u>	<u>Date</u>	<u>Fee</u>
43	Steve Kennedy	288 High St.	garage	7/1/2004	50
44	David Hardman	417 Main St.	new house	7/1/2004	185
45	Chris Bertrand	489 Forest St.	hot tub	7/6/2004	70
46	Paula Barranco	163 Hall St.	ag pool	7/6/2004	70
47	Paul Herlihy	1094 Main St.	well pump	7/6/2004	50
48	Tom Quinn	195 Off Pond	addn/grg/move location	7/14/2004	185
49	Susan Wright	870 Main St.	alarm	7/20/2004	50
50	Ron Harbeshian	545 Forest St.	new house	7/20/2004	185
51	John Frost	40 Massapoag Way	service change	7/20/2004	100
52	Ron Habeshian	545 Forest St.	repermit	7/26/2004	50
53	Joseph Dean	165 Pleasant St.	remodel	8/2/2004	75
54	Sue Young	441 Forest St.	remodel	8/9/2004	75
55	Larry Agresto	284 Hall St.	addition	8/9/2004	75
56	Dave Mitchell	173 Pond St.	serv change	8/10/2004	185
57	Al Wright	572 Forest St.	new house	8/11/2004	185
58	Mary Dacquino	519 Main St.	store	8/12/2004	250
59	Dave Barker	105 Kemp St.	repermit	8/18/2004	50
60	Ella Carlson	175 Lowell St.	alarm	8/30/2004	50
61	Brian West	53 Oak St.	addition	8/30/2004	75
62	Jim McCarthy	143 Thorndike St.	new house	8/30/2004	150
63	Jim McCarthy	143 Thorndike St.	alarm	8/31/2004	50
64	Cathy Bureau	198 Groton St.	dishwasher	9/7/2004	35
65	Jeffery Hastings	76 Forest St.	ig pool	9/7/2004	100
66	Lori Pappas	5 Horse Hill St.	ig pool	9/15/2004	100
67	Bob Guernsey	575 Forest Hill St.	new house	9/16/2004	185
68	Sarath Krishnaswamy	275 Pond St.	boiler	9/28/2004	35
69	Quaker Realty LLC	152 Lowell St.	new house	10/4/2004	185
70	Quaker Realty LLC	164 Lowell St.	new house	10/4/2004	185
71	R. Banville	96 Oak St.	ig pool	10/5/2004	100
72	Frank Bird	16 Jamie Rd	addition	10/6/2004	75
73	Ron Maynard	258 Groton St.	alarm	10/12/2004	50
74	Robert Hoare	51 School St.	service change	10/12/2004	150
75	R.Bernier	446 Forest St.	addition	10/13/2004	75
76	Joanne Morenz	85 Forest St.	barn/ring	10/13/2004	75
77	Vincent Hollins	779 Main St.	serv change	10/18/2004	100
78	Mary Dacquino	519 Main St.	addition	10/19/2004	75
79	Bob Peterson	377 Groton St.	addition	10/26/2004	75
80	Scott Tremblay	15 Valley St.	temp and new hse	10/26/2004	260
81	Scott Tremblay	134 Pond St.	serv change	10/26/2004	100
82	EV Gonzalez	104 Hall St.	serv change	10/26/2004	100
83	Jane Drew	719 Main St.	dishwasher	10/27/2004	35
84	Maureen Magro	185 Kemp St.	hot tub	11/1/2004	70
85	Elda Lafleur	47 Lower Dam Way	septic pump	11/2/2004	50
86	EV Gonzalez	104 Hall St.	repermit	11/2/2004	50
87	Tom Costello	370 Westford St.	temp/new hse	11/9/2004	260

<u>Permit</u>	<u>Name</u>	<u>Address</u>	<u>Work</u>	<u>Date</u>	<u>Fee</u>
88	James Lockhart	190 Thorndike St.	alarm	11/9/2004	50
89	Springhill Associates	284 Forest St.	new house	11/16/2004	150
90	Springhill Associates	124 Main St.	new house	11/16/2004	185
91	George Frost	446 Westford St.	dishwasher	11/16/2004	35
92	James Tranfaglia	242 Groton St.	addition	11/17/2004	75
93	Mary Bell	200 High St.	septic pump	11/22/2004	50
94	Richard Gallant	140 High St.	garage	11/22/2004	50
95	Mrs. Davis	155 Main St.	septic pump	11/29/2004	50
96	CBI LLC	60 Sky Top Lane	new house	11/30/2004	185
97	Jacqueline Hawk	19 Kimberly Lane	addition	12/2/2004	75
98	Denis Boucher	382 Pond ST.	new house	12/6/2004	185
99	Greg Katz	372 Pond St.	new house	12/14/2004	185
100	Ken Tully	234 River St.	new house	12/14/2004	185
101	Jean McKinney	18 Mill St.	alarms/fans	12/14/2004	50
102	Bernie DiNatale	468 Forest St.	serv chg/generator	12/22/2004	<u>175</u>

**TOTAL** **\$10,700.00**

**TOTAL** **\$10,700.00**  
**LESS 80% FEE** **\$8,560.00**  
**20% TO TOWN** **\$2,140.00**

Respectfully submitted,

Dave Sweet  
Electrical Inspector

# REPORT OF THE GAS INSPECTOR

## Gas permits 2004

<u>Permit</u>	<u>Name</u>	<u>Address</u>	<u>Work</u>	<u>Date</u>	<u>Fee</u>
1	Elaine Locapo	55 Lower Dam Way	range/line	1/8/2004	40
2	David Lariviere	19 Oak St.	boiler	1/15/2004	35
3	Bob Hutchinson	15 Upton St.	gas fireplace	1/28/2004	35
4	Dave Machado	9 Kristen Lane	new house	2/11/2004	95
5	High Oaks Realty Trust	284 Hall St.	2 fireplaces	2/12/2004	70
6	Josh West	951 Main St.	stove	2/24/2004	35
7	Town Dunstable FD	28 Pleasant St.	furnace	2/24/2004	35
8	Harry Allan	175 Lowell St.	new house	2/24/2004	95
9	Harry Allan	155 Lowell St.	new house	2/24/2004	95
10	Joseph Robitaille	161 Pleasant St.	heater	3/8/2004	35
11	Don Locapo	27 Lower Dam Way	stove	3/15/2004	35
12	Bill Middlebrook	571 Hollis St.	pool heater	4/22/2004	35
13	Lawrence Agresto	284 Hall St.	2 appliances	4/22/2004	80
14	Maureen Corkery	73 Cross St.	fireplace/heater	4/26/2004	80
15	Craig Parson-Kerns	157 Pleasant St.	stove	5/27/2004	40
16	Bob MacCauley	362 River St.	pool heater	6/10/2004	35
17	Tony Longo	162 Depot St.	pool heater	6/18/2004	35
18	Noreen Crandall	788 Main St.	pool heater	7/12/2004	35
19	Greg Hollenkamp	314 Forest St.	water heater	7/19/2004	25
20	Ron Habeshian	545 Forest St.	new house	7/22/2004	100
21	R. Butler	81 Westford St.	water heater	8/2/2004	25
22	David Pallian	46 Oak St.	pool heater	8/2/2004	35
23	Brian West	53 Oak St.	fireplace	8/5/2004	40
24	Dave Pallian	46 Oak St.	stove	8/16/2004	40
25	Shorta Yuasa	53 Forest St.	pool heater	8/18/2004	35
26	C. Sullivan	50 School St.	water heater	8/18/2004	25
27	Robert Kiley	264 Hall St.	new house	8/19/2004	100
28	Dana Barnes	393 Pleasant St.	water heater	9/13/2004	25
29	Jim Tully	147 Depot St.	new house	9/21/2004	100
30	Lisa Dingle	68 Thorndike St.	pool heater	10/5/2004	35
31	Quaker Realty LLC	164 Lowell St.	new house	10/6/2004	100
32	Vicky Yoakum	15 School St.	boiler	10/18/2004	40
33	Peter Myette	26 Massapoag Way	3 appliances	10/25/2004	105
34	Mary Dacquino	519 Main St.	boiler	10/27/2004	40
35	Springhill Associates	284 Forest St.	new house	11/3/2004	100
36	Frank DiMaria	340 Westford St.	fireplace	11/9/2004	40
37	Dennis Parent	12 Kimberly	stove	11/16/2004	40
38	Richard Bernier	446 Forest St.	fireplace	11/30/2004	40
39	Springhill Associates	124 Main St.	new house	12/2/2004	100
40	Quaker Realty LLC	164 Lowell St.	new house	12/2/2004	100
41	Paul Meuse	22 French Ct.	generator	12/15/2004	40
42	James Tully	147 Depot St.	underground line	12/15/2004	40

<u>Permit</u>	<u>Name</u>	<u>Address</u>	<u>Work</u>	<u>Date</u>	<u>Fee</u>
43	John Henry	161 Pleasant St.	furnace	12/21/2004	40
44	Jim Simmons	416 Main St.	heater	12/21/2004	<u>40</u>
<b>TOTAL</b>					<b>\$2,395.00</b>
<b>TOTAL</b>					<b>\$2,395.00</b>
<b>LESS 80% FEE</b>					<b>\$1,916.00</b>
<b>20% TO TOWN</b>					<b>\$479.00</b>

Respectfully submitted,

James Dow  
Gas Inspector

# REPORT OF THE PLUMBING INSPECTOR

## Plumbing permits 2004

<u>Permit</u>	<u>Name</u>	<u>Address</u>	<u>Work</u>	<u>Date</u>	<u>Fee</u>
1	Don Locapo	27 Lower Dam Way	new	1/8/2004	120
2	Harry Allard	35 Valley St.	new	1/8/2004	120
3	David Machado	9 Kristen Lane	new house	2/11/2004	120
4	Laurie Banville	96 Oak St.	dishwasher	2/19/2004	35
5	Josh West	951 Main St.	renovation	2/24/2004	95
6	Harry Allan	175 Lowell St.	new house	2/24/2004	120
7	Harry Allan	155 Lowell St.	new house	2/24/2004	120
8	Ron Sarschiev	81 Parkhurst St.	dishwasher	3/15/2004	35
9	Maureen Corkery	73 Cross St.	new house	3/15/2004	120
9A	Ron Lamarre	1048 Main St.	remodel bath	4/14/2004	100
10	Dave Johnson	55 Mill St.	remodel bath	5/3/2004	100
11	David Dacquino	519 Main St.	bathroom	5/4/2004	100
12	Bob Guernsey	575 Forest St.	new house	5/4/2004	120
13	David Pallian	46 Oak St.	renovation	5/12/204	100
14	Justin Pallis	764 Main St.	dishwasher	5/12/2004	40
15	Kathy Stevens	460 Westford St.	dishwasher	5/12/2004	40
16	Ken Tully	18 Century Way	new house	5/18/2004	120
17	Ken Tully	423 River St.	new house	5/18/2004	120
18	James McCarthy	143 Thorndike St.	temp serv/trailer	6/2/2004	40
19	David Hardman	417 Main St.	new house	7/1/2004	120
20	Denis Boucher	338 Pond St.	bathroom	7/8/2004	100
21	Greg Hollenkamp	314 Forest St.	water heater	7/19/2004	25
22	Denis Boucher	338 Pond St.	sprinkler tie-in	7/20/2004	40
23	James McCarthy	143 Thorndike St.	new house	7/20/2004	120
24	Ron Habeshian	545 Forest St.	new house	7/20/2004	120
24A	R. Butler	81 Westford St.	water heater	8/2/2004	25
25	Mary Carleton	368 High St.	repipe	7/16/2004	100
25A	David Dacquino	519 Main St.	addition	8/2/2004	100
26	Brian West	53 Oak St.	addition	8/9/2004	100
27	Al Wright	572 Forest St.	new house	8/11/2004	120
28	Tom Quinn	195 Off Pond St.	addition	8/18/2004	100
29	Cindy Sullivan	50 School St.	water heater	8/18/2004	25
30	Cathy Bureau	198 Groton St.	dishwasher	9/7/2004	40
31	Dana Barnes	393 Pleasant St.	water heater	9/13/2004	25
32	Jim Tully	147 Depot St.	new house	9/21/2004	120
33	Sarath Krishnaswamy	275 Pond St	wtr htr/boiler	9/28/2004	50
34	A Ruggles	34 Swallow Lane	backflow prev	9/29/2004	40
35	Quaker Realty LLC	164 Lowell St	new house	10/6/2004	120
36	Frank Bird	16 Jamie Rd.	remodel	10/12/2004	100
37	Jane Drew	719 Main St.	dishwasher	10/27/2004	40
38	James Tranfaglia	242 Groton St.	addition	11/3/2004	100
39	Springhill Associates	284 Forest St.	new house	11/3/2004	120

<u>Permit</u>	<u>Name</u>	<u>Address</u>	<u>Work</u>	<u>Date</u>	<u>Fee</u>
40	Vincent Hollins	779 Main St.	remodel	11/9/2004	100
41A	Greg Katz	372 Pond St.	new house	12/2/2004	120
41	George Frost	446 Westford St	dishwasher	12/4/2004	40
42	Springhill Associates	124 Main St.	new house	12/2/2004	120
43	Quaker Realty LLC	164 Lowell St	new house	12/2/2004	120
44	Jackie Hawk	19 Kimberly Lane	remodel	12/7/2004	100
45	Zodiak, Inc.	15 Valley St	new house	12/14/2004	120
46	David Dacquino	519 Main St.	addition	12/16/2004	100
<b>TOTAL</b>					<b>\$4,435.00</b>
<b>TOTAL</b>					<b>\$4,435.00</b>
<b>LESS 80% FEE</b>					<b>\$3,548.00</b>
<b>20% TO TOWN</b>					<b>\$887.00</b>

Respectfully submitted,

James Dow  
Plumbing Inspector



# REPORT OF THE BUILDING INSPECTOR

## Building permits 2004

<u>Permit #</u>	<u>Name of Applicant</u>	<u>Address</u>	<u>Purpose</u>	<u>Fee</u>	<u>Issued</u>
2004-001	Spring Hill Associates, Inc.	155 Lowell Road	2600 sq. ft. house	1200.00	2/2/04
2004-002	David Hardman	417 Main Street	1800 sq. ft. house	810.00	1/12/04
2004-003	Keith D'Entremont	20 Brittany Lane	finish attic area	69.00	2/2/04
2004-004	Liberty Realty Trust	18 Century Way	3089 sq. ft. house	1235.60	2/9/04
2004-004		18 Century Way	increase in square footage	184.45	3/1/04
2004-005	Dan Metzler	33 Lake Street	screen porch & deck	62.40	3/8/04
2004-006	Robert Frye	73 Cross Street	960 sq. ft. addition	432.00	3/1/04
2004-007	Bertrand & Joyce Frederick	60 Forest Street	finish attic area	67.00	3/8/04
2004-008	Michelle Hoffman	257 Pleasant Street	finish basement	25.00	3/8/04
2004-009	James Tranfaglia	242 Groton Street	1015 sq. ft. 2nd flr addition	147.00	3/15/04
2004-010	Charlene Cafer	741 Main Street	12' X 20' shed	72.00	3/15/04
2004-011	Robert Wironen	55 Mill Street	basement mudroom and		
2004-011		55 Mill Street	create room in garage	195.00	3/22/04
2004-012	Kenneth Johnson	15 Brittany Lane	finish attic area	55.00	3/22/04
2004-013	Jeffrey & Tracy Hammond	125 Adams Street	8' X 12' shed	19.20	3/29/04
2004-014	Albert Wright	572 Forest Hill Street	2290 sq. ft. house	1030.50	3/29/04
2004-015	Robert Bacon	455 Forest Street	"new roof, windows, siding &"		
2004-015		455 Forest Street	screen porch	67.00	3/29/04
2004-016	Mary & David Dacquino	519 Main Street	renovations	235.00	3/29/04
2004-017	Ken Tully	432 River Street	3000 sq. ft. house & O.P.	1380.00	3/29/04
2004-018	Bruce Stewart-Get Decked	1 Task Way	25' X 36' garage	270.00	4/5/04
2004-019	Lori Pappas	65 Horse Hill Street	768 sq. ft. deck	115.20	4/5/04
2004-020	Martin Morenz	85 Forest Street	riding arena	720.00	4/5/04
2004-021	James Tranfaglia	230 Groton Street	6' X 28' porch; re-roof house	58.60	4/5/04
2004-022	Brian & Jennifer West	53 Oak Street	2088 sq. ft. addition	939.60	4/12/04
2004-023	Donald MacLean	485 Pleasant Street	120 sq. ft. farmer's porch	24.00	4/12/04

<b><u>Permit #</u></b>	<b><u>Name of Applicant</u></b>	<b><u>Address</u></b>	<b><u>Purpose</u></b>	<b><u>Fee</u></b>	<b><u>Issued</u></b>
2004-024	Richard Silveria	40 School Street	160 sq. ft. shed	48.00	4/12/04
2004-025	JayRon LLC	545 Forest Street	2800 sq. ft. house	1260.00	4/12/04
2004-026	Mark & Robin Murch	6 Kimberly Lane	256 sq. ft. sun room & 224 sq. ft. deck		
2004-026		6 Kimberly Lane		96.00	4/12/04
2004-027	Patrick Wetmore	128 Adams Street	repair existing deck	25.00	4/12/04
2004-028	Pat Cerchiaro	101 Pleasant Street	reroof house	35.00	4/26/04
2004-029	Mark Audette	29 Hall Street?	reside house	75.00	4/26/04
2004-030	Joe & Mary Carroll	626 Main Street	24' X 24' room; 28' X 32' garage		
2004-030		626 Main Street	with room above	662.40	4/26/04
2004-031	John & Cindy Batliner	4 Upton Street	above ground pool	35.00	4/26/04
2004-032	John Dow	757 Main Street	reroof house	35.00	4/26/04
2004-033	Contemporary Builders	60 Sky Top Lane	3000 sq. ft. house & occupancy permit	1380.00	4/26/04
2004-034	John & Nancy Gaissl	254 Hall Street	shed	28.80	4/26/04
2004-035	Richard Gallant	140 High Street	22' X 32' garage	217.80	4/26/04
2004-036	Sean Carney	270 Depot Street	shed	38.40	4/26/04
2004-037	Graham Hughes	12 Lake Circle	reroof garage	35.00	5/3/04
2004-038	David Blodgett Jr.	314 Pleasant Street	reroof house	35.00	5/3/04
2004-039	Nancy Nowak-Paul O'Loughlin	99 Forest Street	128 sq. ft. shed	25.60	5/3/04
2004-040	Environmental Pools Inc.	68 Thorndike Street	inground pool	75.00	5/3/04
2004-041	Jeff Frieden	24 Brook Street	8' X 14' shed	33.60	5/3/04
2004-042	Frank Bird/Rita Gardner	16 Jamie Road	680 sq. ft. addition	306.00	5/10/04
2004-043	Dylan Frankel	236 River Road	758 sq. ft. deck	227.40	5/10/04
2004-044	Francis & Joyce Lannan	172 Depot Street	new chimney & fireplace for woodstove		
2004-044		172 Depot Street		30.00	5/17/04
2004-045	Kenneth Dorr	77 Lowelll Street	288 sq. ft. deck	57.60	5/17/04
2004-046	Goulet Construction	51 Parkhurst Street	8' X 40' farmers porch	64.00	5/24/04
2004-047	Geoffrey Holis	217 Hardy Street	12' X 20' shed	48.00	5/24/04
2004-048	Richard Bernier	446 Forest Hill Street	330 _ ' porch; 724 _ ' garage	284.80	5/24/04
2004-049	Thomas Quinn	195 Off Pond Street	22' X 22' garage	152.00	5/24/04

<b><u>Permit #</u></b>	<b><u>Name of Applicant</u></b>	<b><u>Address</u></b>	<b><u>Purpose</u></b>	<b><u>Fee</u></b>	<b><u>Issued</u></b>
2004-050	Robert Guemsey	575 Forest Hill Street	5360 sq. ft. house	2412.00	5/24/04
2004-051	D.R. Black	284 Hall Street	18' X 20' screen porch plus a		
2004-051		284 Hall Street	10' X 12' deck	96.00	6/14/04
2004-052	Antonio Barbosa	100 Sky Top Lane	above ground pool with		
2004-052		100 Sky Top Lane	12' X 12' deck	63.80	6/7/04
2004-053	Derek Bernard	285 Forest Street	above ground pool	35.00	6/7/04
2004-054	Ted Gaudette	137 Depot Street	New windows & door -genl rprs	45.00	6/7/04
2004-055	John & Nancy Baissl	254 Hall Street	finish basement and		
2004-055		254 Hall Street	screen area under deck	55.00	6/7/04
2004-056	Alan & Nicole Chase	436 Hollis Street	12' X 12' deck	28.80	6/7/04
2004-057	Raymond Sullivan	70 Pleasant Street	8' X 16' barn & 7' X 8' shed	36.80	6/7/04
2004-058	Jeff Brown	99 Parkhurst Road	remove existing shed & replace		
2004-058		99 Parkhurst Road	with new 12' X 20' shed	48.00	6/7/04
2004-059	David Ostrom	51 Cross Street	change porch to habitable space	95.00	6/7/04
2004-060	Geoffrey Holis	29 Pleasant Street	replace wooden support column		
2004-060		29 Pleasant Street	with steel lallys; double up exstg joists	45.00	6/14/04
2004-061	Paul Debrececi	15 Kimberly Lane	above ground pool	35.00	6/14/04
2004-062	David Hardman	417 Main Street	22' X 28' unattached garage	184.80	6/14/04
2004-063	James Tully	147 Depot Street	3500 sq. ft. house & occupancy permit	1605.00	6/14/04
2004-064	Mary Kick	27 Brook Street	install replacement windows	99.00	6/14/04
2004-065	Dave & Mary Dacquino	519 Main Street	768 sq. ft. barn & 264 sq. ft. greenhouse	283.20	6/14/04
2004-065A	Lee Stephens	165 Pond Street	14' X 16' 3-seasons porch	44.80	6/21/04
2004-066	Cindy Batliner	4 Upton Street	324 sq. ft. deck to pool	47.60	6/21/04
2004-067	William Soda	103 Thorndike Street	12' X 20' barn addition	48.00	6/21/04
2004-068	William Chase	338 Hollis Street	12' X 16' shed	38.40	6/21/04
2004-069	Wayne Pelletier	35 Brook Street	12' X 16' shed	38.40	6/21/04
2004-070	Shorta & Lisa Yuassa	53 Forest Street	inground pool	75.00	6/28/04
2004-071	Quaker Realty Trust	164 Lowell Street	demolish structure	25.00	6/28/04
2004-072	Steven Udot	139 Groton Street	240 sq. ft. unheated storage area add'tn.	48.00	6/28/04

<b><u>Permit #</u></b>	<b><u>Name of Applicant</u></b>	<b><u>Address</u></b>	<b><u>Purpose</u></b>	<b><u>Fee</u></b>	<b><u>Issued</u></b>
2004-073	James & Pamela McCarthy	143 Thorndike Street	emergency trailer (fire loss)	55.00	7/6/04
2004-074	Precision Construction LLC	143 Thorndike Street	“rebuild 2nd floor, addition in back, new”		
2004-074		143 Thorndike Street	“insulation, drywall 1st floor (fire damage)”	1095.00	7/12/04
2004-075	Robert Ricardelli	233 Pond Street	reroof house	35.00	7/12/04
2004-076	Paula & Anselmo Barranco	163 Hall Street	above ground pool	35.00	7/12/04
2004-077	Donna Acquaviva	448 High Street	vinyl side house	45.00	7/21/04
2004-078	Yvonne & Todd Poindexter	88 High Street	above ground pool	35.00	7/21/04
2004-079	Dan Doyle	480 Pleasant Street	“new roof, windows & siding “	67.00	7/21/04
2004-080	Joseph & Roberta Dean	165 Pleasant Street	finish room 28' X 28' above garage	105.00	7/26/04
2004-081	Dave & Sue Young	441 Forest Hill Road	remodel kitchen	45.00	7/26/04
2004-082	Brian Cutler	358 Groton Street	deck addition	56.40	8/2/04
2004-083	Diane Nielsen	73 Highland Street	wood stoves	25.00	8/9/04
2004-084	Knox Chan	26 Woods Court	reroof house	35.00	8/9/04
2004-085	Robert & Cheryl Peterson	377 Groton Street	231 sq. ft. sunroom; 1162 sq. ft. deck	78.60	8/16/04
2004-086	Jack Pinard/Dawn Theberge	76 Hardy Street	reroof house	35.00	8/16/04
2004-087	SJS Const-McGovern Farm	383 Main Street	reroof barn	35.00	8/23/04
2004-088	Juan Amodeli	54 Brook Street	replace 7 windows	67.00	8/23/04
2004-089	Thomas Murray Jr.	164 Lowell Street	2416 sq. ft. house	1087.20	9/6/04
2004-089		164 Lowell Street	change in square footage	115.20	9/13/04
2004-089		164 Lowell Street	additional square footage	90.00	10/18/04
2004-090	Theodore Murray Sr.	152 Lowell Street	2416 sq. ft. house	1087.20	9/6/04
2004-091	“Spring Hill Associates, Inc.”	284 Forest Street	2600 sq. ft. house & occupancy permit	1200.00	9/13/04
2004-092	Peter & Jayne Girouard	39 Cross Street	1032 sq. ft. deck	210.00	9/6/04
2004-093	Scott Frost	34 Massapog Way	3022 sq. ft. house	1359.90	9/7/04
2004-094	Jerff & Agneta Hastings	76 Forest Street	inground pool	75.00	9/13/04
2004-095	“Spring Hill Associates, Inc.”	124 Main Street	2600 sq. ft. house & occupancy permit	1200.00	9/27/04
2004-096	Kevin Connolly	537 Groton Street	shed	32.00	9/13/04
2004-097	Alvin Flint	22 Horse Hill Street	shed	32.00	9/13/04
2004-098	Robert Marzeoti	31 Depot Street	“2 sheds, 14' X 20' gazebo”	84.00	9/20/04

<b><u>Permit #</u></b>	<b><u>Name of Applicant</u></b>	<b><u>Address</u></b>	<b><u>Purpose</u></b>	<b><u>Fee</u></b>	<b><u>Issued</u></b>
2004-099	MaryAnne Mungovan	72 Groton Street	reroof house	35.00	9/20/04
2004-100	Lori Pappas	5 Horse Hill Street	inground pool	75.00	9/20/04
2004-101	Lenny Barros	240 River Street	shed	14.40	9/27/04
2004-102	Ken Tully	442 River Street	2800 sq. ft. house & occupancy permit	1290.00	9/27/04
2004-103	Ken Tully	234 River Street	3800 sq. ft. house & occupancy permit	1740.00	9/27/04
2004-104	Richard Towle/Richard Melito	286 Groton Street	reroof	35.00	9/27/04
2004-105	Sean Ready	28 Century Way	shed	24.00	9/27/04
2004-106	Sandra Mickle/MB Const.	7 Sky Top Lane	deck	92.80	10/4/04
2004-107	Denis Boucher	382 Pond Street	2000 sq. ft. house & occupancy permit	840.00	10/4/04
2004-108	Scott Tremblay	15 Valley Road	2800 sq. ft. house & occupancy permit	1290.00	10/12/04
2004-109	Rich & Laurie Banville	96 Oak Street	inground pool	75.00	10/12/04
2004-110	Maureen & Ed Wall	158 Lowell Street	2876 sq. ft. house & occupancy permit	1294.20	10/14/04
2004-111	Gregg Katz	372 Pond Street	2128 sq. ft. house	957.00	10/18/04
2004-112	Dennis Weger	42 Pond Street	shed	40.00	10/18/04
2004-113	Benjamin Moore	392 Pond Street	3279 sq. ft. house	1474.65	10/25/04
2004-114	Vincent Hollins	779 Main Street	rebuild breezeway roof, reshingle including garage roof; add 1/2 bath 2nd floor of house	103.00	10/25/04
2004-115	Richard Michael Guay Const.	779 Main Street	reroof shop	35.00	10/25/04
2004-116	Brian Flynn	607 Groton Street	reroof	35.00	10/25/04
2004-117	Sara & Don Axon	250 Pleasant Street	brick face front of house	61.00	10/25/04
2004-118	Andrew Treinis	1098 Main Street	shed	32.00	10/25/04
2004-119	Martin Morenz	159 Hollis Street	22' X 30' garage	198.00	11/1/04
2004-120	Stephen Harrington	85 Forest Street	3000 sq. ft. house	1350.00	11/8/04
2004-121	Ragho Mahalingam	362 Pond Street	shed	28.00	11/15/04
2004-122	Erin & Tom Costello	414 High Street	3850 sq. ft. house	1732.50	11/22/04
2004-123	MaryAnne Mungovan	370 Westford Street	reside house	69.00	11/22/04
2004-124	Kevin Tully	72 Groton Street	"reside house, new door & windows"	80.00	11/22/04
2004-125	Jackie Hawk/Geoffrey Hollis	157 Hardy Street	build new bathroom in garage area	80.00	11/22/04
2004-126	Paul & Julie Herlihy	19 Kimberly Lane	new front door & portico	67.00	11/22/04
		1094 Main Street			

<b><u>Permit #</u></b>	<b><u>Name of Applicant</u></b>	<b><u>Address</u></b>	<b><u>Purpose</u></b>	<b><u>Fee</u></b>	<b><u>Issued</u></b>
2004-127	Jim & Amy Regan	44 Lake Street	repair settling foundation	50.00	11/29/04
2004-128	G. & W. Bacon	136 Pleasant Street	reroof 1/2 house	35.00	11/29/04
2004-129	Hancock Building Assoc.	52 Highland Street	reroof house	35.00	11/29/04
2004-130	Robert & Stephanie Silva	562 Groton Street	960 sq. ft. 2nd floor addition	432.00	11/29/04
2004-131	Jean McKinney	13 Mill Street	replace existing shed roof and connecting components		
2004-131		13 Mill Street		105.00	11/29/04
2004-132	Ed McKenna/Ed West	36 Pleasant Street	strip & reside house	75.00	12/6/04
2004-133	Ron & Maureen Mayer	10 Sky Top Lane	fireplace insert	30.00	12/6/04
2004-134	Jason & Linda Elwood	131 High Street	shed	67.20	12/6/04
2004-135	High Oaks Realty Trust	294 Hall Street	3081 sq. ft. house & occupancy permit	1416.45	12/6/04
2004-136	Margaret Larter Nominee Trust	402 Pond Street	2800 sq. ft. house & occupancy permit	1290.00	12/13/04
2004-250	Paul & Jennifer O'Loughlin	310 Main Street	home occupation permit	25.00	1/5/04
2004-251	Donald McCormick	589 Main Street	home occupation permit	25.00	3/8/04
2004-252	John Cheromcha	167 Off Pond Street	home occupation permit	25.00	3/16/04
2004-253	Mike O'Connor	97 Cross Street	home occupation permit	25.00	3/16/04
2004-254	Todd Poindexter	88 High Street	home occupation permit	25.00	6/21/04
2004-255	Pam McCarthy	143 Thorndike Street	home occupation permit	25.00	7/6/04
2004-256	Kathy Icenogle	47 Parkhurst Street	home occupation permit	25.00	7/21/04
2004-257	Marie 'Ann Durst	100 Adams Street	home occupation permit	25.00	7/26/04
2004-258	Michele Kiersey	345 Pond Street	home occupation permit	25.00	8/23/04
2004-259	Stephen J. Smith	815 Main Street	home occupation permit	25.00	8/23/04
2004-260	Wesley Goss	446 Pleasant Street	home occupation permit	25.00	9/20/04
2004-261	Jody Little	96 Parkhurst Street	home occupation permit	25.00	10/12/04
2004-262	Jennifer Pierce/Carrie Davidson	733 Main Street	home occupation permit	25.00	10/18/04
2004-263	Richard Towle	542 Groton Street	home occupation permit	25.00	12/6/04
2004-603	Violet Blanchard	352 Pond Street	occupancy permit	PREPAID	1/27/04
2004-604	John Ralls	32 Massapoag Way	occupancy permit	30.00	1/27/04
2004-605	Nextel Communications Inc.	583 Pleasant Street	occupancy permit-antenna	PREPAID	2/10/04
2004-606	Jill & Scott Crenshaw	49 Adams Street	occupancy permit	PREPAID	3/1/04

<b><u>Permit #</u></b>	<b><u>Name of Applicant</u></b>	<b><u>Address</u></b>	<b><u>Purpose</u></b>	<b><u>Fee</u></b>	<b><u>Issued</u></b>
2004-607	Long & Keith D'entremont	20 Brittany Lane	occupancy permit	PREPAID	3/8/04
2004-608	CBI	70 Sky Top Lane	occupancy permit	PREPAID	3/8/04
2004-609	John & Lisa Dingle	68 Thorndike Street	occupancy permit	PREPAID	3/30/04
2004-610	James & Lori Welch	499 High Street	temporary occupancy permit	30.00	4/5/04
2004-611	Ken Tully	422 River Street	temporary occupancy permit	25.00	4/9/04
2004-611	Ken Tully	422 River Street	occupancy permit	30.00	4/12/04
2004-612	Frank Deptula	187 Hardy Street	occupancy permit	30.00	4/26/04
2004-613	High Oaks Realty Trust	284 Hall Street	occupancy permit	PREPAID	4/29/04
2004-614	Ernest Sweet	233 Pleasant Street	occupancy permit	PREPAID	5/18/04
2004-615	Leonard & Lucille Dumont	108 Thorndike Street	occupancy permit	PREPAID	6/1/04
2004-616	Robert Frye/Maureen Corkery	73 Cross Street	occupancy permit	PREPAID	6/29/04
2004-617	Springhill Associates Inc.	155 Lowell Street	occupancy permit	PREPAID	7/13/04
2004-618	Todd & Yvonne Poindexter	88 High Street	occupancy permit	30.00	7/26/04
2004-619	David & Pamela Machado	9 Kristen Lane	occupancy permit	PREPAID	8/3/04
2004-620	Harry Allard	35 Valley Street	occupancy permit	30.00	8/23/04
2004-621	Springhill Associates Inc.	175 Lowell Street	occupancy permit	PREPAID	8/24/04
2004-622	High Oaks Realty Trust	264 Hall Street	occupancy permit	30.00	8/23/04
2004-623	Jayron LLC	545 Forest Street	occupancy permit	30.00	8/30/04
2004-624	James Enwright	539 Forest Street	occupancy permit	30.00	9/6/04
2004-625	David G. Barker	105 Kemp Street	occupancy permit	30.00	10/14/04
2004-626	Liberty Realty Trust	18 Century Way	occupancy permit	30.00	11/1/04
2004-627	Graham Hughes	12 Lake Circle	occupancy permit	PREPAID	11/1/04
2004-628	VOID				
2004-629	VOID				
2004-630	Dave & Mary Dacquino	519 Main Street	occupancy permit	PREPAID	11/23/04
2004-631	David Pallian	46 Oak Street	occupancy permit	PREPAID	12/14/04
<b>Total Permit Fees Collected</b>				<b>\$46,066.25</b>	

## **REPORT OF THE BOARD OF HEALTH**

The Dunstable Board of Health meets on the first and third Tuesday of the month. The most time consuming activity at Board of Health meetings is the review of septic systems plans and well results for proposed and existing lots. Our agents, the Nashoba Associated Boards of Health does the field work and maintains the records for us. Other activities by our agent are also included in the Nashoba report. Our Nashoba agent, Bridgett Braley is available for consultation and receipt of documents every Wednesday afternoon from 1:00 p.m. to 3:00 p.m. in the Board of Health office. She can be reached at 978-649-4514 Ext. 229 during those hours. She may also be reached at the Nashoba office at 1-800-427-9762 Ext. 3015 The Board of Health Secretary is available on Fridays from 9:00 A.M. to 12:00 P.M.

The solid waste costs for Dunstable remain low, largely due to the volume of recyclable materials removed from the trash stream. The citizens of Dunstable are to be commended on their efforts. A hazardous waste collection day was held jointly with Tyngsborough in May. Televisions, computers, monitors and printers were also collected on that day.

A full listing of the items that can be deposited at the transfer station and the number of tags required can be obtained from the Board of Health office. Transfer station permits are \$50.00/household. Senior citizens may purchase a permit for \$10.00 Bulky goods such as furniture, carpets, mattresses, etc. can be disposed of twice a year, in April and October, according to a schedule published in the "Neighbor To Neighbor."

Monitoring wells at the landfill continue to show no increase in contamination or migration.

Respectfully submitted,

Robert Parkin, Chairman  
Maria Amodei  
William Moeller  
Joan Ferrari, Secretary



# **REPORT OF THE POLICE DEPARTMENT**

I hereby submit the annual report of the Police Department for the year ending December 31, 2004.

Chief of Police:	James G. Downes III
Lieutenant of Police:	James W. Dow
Sergeant of Police:	Darrell Gilmore
Patrol Officers:	Michael Lynn, Benjamin Sargent, Cory Waite, Erik Hoar
Reserve Officers:	George Aggott, Sean Ready, Nicholas Papagergiou, Daniel Kowalski
Traffic/Detail:	John Koyutis, James G. Downes Jr.

A complete report of breakdown of the statistics involving types of calls received, motor vehicle violations, and court action is available at the Town Hall during normal business hours in either the Town Clerk or Selectman's Office, along with a list of violent crimes committed since 1970.

The Police Department remains actively committed in its mission to protect persons and property while helping to improve the quality of life of all citizens. New police cruiser graphics placed on this year's patrol cars represents the Police Department's commitment to continue its partnership with community stakeholders.

Through your support, the Police Department is now an active member of the North East Massachusetts Law Enforcement Council. The Police Department's N.M.L.E.C. membership allows the Police Department access to regional grants and vital police services.

Last year, the Town approved the funding to support the purchase of bullet proof vests for full time officers. I am pleased to announce that Officer Daniel Kowalski applied and successfully received a federal grant from the Department of Justice which granted the Town of Dunstable fifty percent reimbursement for the costs of all vests. Thank you for your support!

During the month of January, officers met with the cub scouts to discuss personal safety. Master Patrolman Michael Lynn met children at the Dunstable Pre-School to discuss home safety.

On February 9<sup>th</sup>, officers provided important bicycle traffic safety tips to the Cub Scouts.

On February 10<sup>th</sup> Chief Downes met with members of Massachusetts Electric Company in Auburn, Massachusetts. The power Company provided information concerning safety issues affecting municipalities and outside contractors.

On February 17<sup>th</sup>, Chief Downes attended a seminar at the Littleton High School hosted by the Littleton Police Department; representatives from Secretary of the Commonwealth discussed topics concerning the disclosure of public records.

During the month of March, Chief Downes attended an elder abuse seminar held at Holy Cross College in Worcester. Several prominent national and regional guest speakers provided important information concerning the safety and protection of the elderly.

Officer Benjamin Sergeant and Officer Erik Hoar received instruction from the Office of Alcohol and Testing in Sudbury during the month of March. Upon completion, officers became certified in Massachusetts as Alcohol Breathalyzer operators.

In partnership with the Littleton Police Department and members of the community, Lieutenant Dow assisted fingerprinting children on April 24<sup>th</sup> at the Dunstable Swallow Union School. This voluntary Child Identification Program was provided through the assistance of community volunteers and members of the Masons.

On April 27<sup>th</sup>, Chief Downes and Sergeant Catherine Welch proudly presented graduating Swallow Union School Drug Abuse Resistance Education(D.A.R.E) students with diplomas. The D.A.R.E. program offers children alternatives to risky behavior associated with drug, alcohol and tobacco use.

On May 2<sup>nd</sup>, officers assisted local community members clean trash from the side of the roadways.

On May 5<sup>th</sup>, the Dunstable Police Department hosted a Child Safety Program at the Swallow Union School presented by Mr. Mrs. John Bish, parents of Molly Bish. This event was well attended and parents received important child safety information.

Chief Downes met with Dunstable Senior citizens at the Senior dinner held at the Dunstable Library on May 12<sup>th</sup>. It is always a pleasure to meet with Dunstable's senior citizens. Many of the stories shared by Dunstable's senior citizens represent a proud tradition of town stewardship and community involvement.

On May 15<sup>th</sup>, Chief Downes, Lieutenant Dow, Officer Michael Lynn and Officer Nicholas Papageorgiou held the Police Department's annual bicycle rodeo at the Library. Refreshments were served and riders tested their bicycle riding skills.

On July 4<sup>th</sup>, the Dunstable Police coordinated with several Law Enforcement Agencies and the Road Race Committee to help make this year's annual "Firecracker Road Race" a safe and enjoyable event.

On August 4<sup>th</sup>, Lieutenant Dow assisted Library personnel at Library's Ice Cream Social, "Concert on the Common." Lieutenant Dow was available to answer questions and listen to community concerns.

Sergeant Gilmore, Officer Sargent and Officer Aggott were present at "Vehicle Night" held on August 12<sup>th</sup> at the Town Common. Officers displayed a marked cruiser and were available to answer questions. This annual event seems to be enjoyed by many.

On August 17<sup>th</sup>, Chief Downes, Sergeant Gilmore and Master Patrolman Lynn attended a criminal procedure training event held at the Chelmsford Police Department which was provided by the Middlesex District Attorney Office. Officers received legal updates concerning eyewitness identification procedures.

During the month of September, the Police Department participated in the Tax relief program for Dunstable senior citizens. Resident senior citizens were given the opportunity to provide a non-police related service at the Police Department. This work service was then credited toward a reduction on the senior's real estate tax.

On October 2<sup>nd</sup>, Sergeant Gilmore and Master Patrolman Lynn were present at the Dunstable Fire Department's Pizza Night. Officers were available to assist and provide a guided tour of the Police Station.

Chief Downes attended the "A Child is Missing Program" held at the Kenneth Olsen Auditorium in Maynard Massachusetts. This program receives funding from the Department of Justice and provides Law Enforcement with the capability to send automated telephone calls to one thousand individuals within one second. Callers are given a description of the missing child and asked to search their property.

On October 31<sup>st</sup>, (Halloween Night) additional officers were assigned to patrol while children trick or treated. Officers on patrol distributed orange and green safety glow sticks. Children seemed very happy to receive this glow in the dark safety light.

During the month of November, Master Patrolman Michael Lynn received instruction from the Criminal Justice Information System concerning policies and procedures.

On November 12<sup>th</sup>, Chief Downes was kindly invited to speak to members of the Dunstable Grange concerning the crime of Identity Theft. Discussion focused on preventive ways to reduce the risk of identity theft. ("A fast growing crime in the United States")

Chief Downes met with member of the Dunstable Cub Scouts to discuss personal safety and meeting strangers. Children received instruction on dialing 9-1-1 in an emergency.

On December 2<sup>nd</sup>, Chief Downes participated in Community Reading Day at the Swallow Union School. Children were encouraged to read and explore the many benefits of reading. It was a pleasure to meet with the children and share their excitement.

During the week of December 6<sup>th</sup>, Officer Benjamin Sargent received training and instruction at the New Braintree State Police Academy concerning the investigation of sexual assaults. Topics included victim assistance, evidence preservation, recent court cases and legal requirements.

Officer George Aggott led the Santa Parade, and assisted the Fire Department at the Annual Santa Parade Party, held at the Dunstable Fire Station on December 5<sup>th</sup>.

On December 27, Master Patrolman Michael Lynn received a commendation from the Board of Selectman for action above and beyond the call of duty. Master Patrolman Lynn was praised for his quick, heroic actions in which he aided residents to safety during a dangerous house fire. Although the house was destroyed, no one was injured.

Throughout the year, the Dunstable Police Department continued to make gun locks available to all residents. Gun locks were received from a grant from the Department of Justice (Project Child Safe).

I wish to thank all citizens of Dunstable for your cooperation in the Crime Watch Program by alerting the Department to suspicious persons and vehicles, and again I ask for your continued support.

I would like to take this opportunity to express my sincere appreciation to the Fire Chief and his Department, Dunstable Emergency Medical Service, Dunstable Highway Department and the Police Departments from the surrounding communities. Also, I wish to thank all N.E.M.L.E.C. communities, Massachusetts State Police, Federal Bureau of Investigation, Treasury Department, District Attorney and the Attorney Generals Office for their assistance.

I would also like to take this opportunity to express my appreciation to the many New Hampshire law enforcement organizations for their assistance.

In conclusion, I would like to express my thanks on behalf of our department, to the members of the Board of Selectman, the municipal personnel and to the citizens of the Town of Dunstable for their cooperation and support, and we anticipate serving you in the upcoming year.

Respectfully submitted,

James G. Downes, III  
Chief of Police

# TOWN OF DUNSTABLE

## COMBINED BALANCE SHEET ALL FUND TYPES & GROUPS

JUNE 30, 2004

ASSETS	GENERAL FUND	SPECIAL REVENUE	WATER ENTERPRISE	CAPITAL PROJECTS	TRUST FUNDS	LONG TERM DEBT	GROUP TOTAL
Cash & Investments	1,085,486.33	261,811.81	109,201.41	33,459.01	835,134.61		2,325,093.17
Petty Cash	100.00						100.00
Receivables:							
Real Estate Tax Prior	20,584.40						20,584.40
Real Estate Tax Current	65,635.52						65,635.52
Provisions for Abatements	(62,465.52)						(62,465.52)
Deferred Revenue Property Tax	(23,754.40)						(23,754.40)
Tax Liens Receivable	18,465.66						18,465.66
Deferred Revenue Tax Liens	(18,465.66)						(18,465.66)
Motor Vehicle Excise Prior	15,212.50						15,212.50
Motor Vehicle Excise Current	19,561.33						19,561.33
Deferred Rev Motor Vehicle Ex	(34,773.83)						(34,773.83)
Water User Charges			1,883.50				1,883.50
Deferred Revenue Water Charges			(1,883.50)				(1,883.50)
Water Special Assessments			6,701.90				6,701.90
Deferred Rev Special Assess.			(6,701.90)				(6,701.90)
Due from Other Gov'ts		88,805.94	9,167.69				97,973.63
Deferred Rev Gov't Receivable		(88,805.94)	(9,167.69)				(97,973.63)
Amt to be Provided for Pmt of Bonds						3,441,750.00	3,441,750.00
<b>TOTAL ASSETS</b>	<b>1,085,586.33</b>	<b>261,811.81</b>	<b>109,201.41</b>	<b>33,459.01</b>	<b>835,134.61</b>	<b>3,441,750.00</b>	<b>5,766,943.17</b>

	GENERAL FUND	SPECIAL REVENUE	WATER ENTERPRISE	CAPITAL PROJECTS	TRUST FUNDS	LONG TERM DEBT	GROUP TOTAL
<b><u>LIABILITIES AND FUND EQUITY</u></b>							
Warrants Payable	113,124.29	2,645.24	6,615.26				122,384.79
Unclaimed Items	1,497.13						1,497.13
Tax Withholdings	(6,648.08)						(6,648.08)
Due to Others	191.20			1,476.91			1,668.11
Bonds Payable	3,441,750.00						3,441,750.00
<b>TOTAL LIABILITIES</b>	<b><u>108,164.54</u></b>	<b><u>2,645.24</u></b>	<b><u>6,615.26</u></b>	<b><u>1,476.91</u></b>	<b><u>0.00</u></b>	<b><u>3,441,750.00</u></b>	<b><u>3,560,651.95</u></b>
<b><u>FUND EQUITY</u></b>							
Reserve for Encumbrances	108,132.10		2,489.15	31,982.10			142,603.35
Reserve for Expenditures	369,695.00		52,600.00				422,295.00
Reserve for Special Purposes		259,166.57	2,143.50		835,134.61		1,096,444.68
Unreserved Fund Balance	499,594.69		45,353.50				544,948.19
<b>TOTAL FUND EQUITY</b>	<b><u>977,421.79</u></b>	<b><u>259,166.57</u></b>	<b><u>102,586.15</u></b>	<b><u>31,982.10</u></b>	<b><u>835,134.61</u></b>	<b><u>0.00</u></b>	<b><u>2,206,291.22</u></b>
<b>TOTAL LIAB. &amp; FUND EQUITY</b>	<b><u>1,085,586.33</u></b>	<b><u>261,811.81</u></b>	<b><u>109,201.41</u></b>	<b><u>33,459.01</u></b>	<b><u>835,134.61</u></b>	<b><u>3,441,750.00</u></b>	<b><u>5,766,943.17</u></b>

**TOWN OF DUNSTABLE**  
**BALANCE SHEET - TRUST FUNDS**  
**JUNE 30, 2004**

<b><u>ASSETS</u></b>	<b><u>Non-Expendable</u></b>	<b><u>Expendable</u></b>	<b><u>Total</u></b>
Cash & Investments	<u>98,379.54</u>	<u>736,755.07</u>	<u>835,134.61</u>
<b>TOTAL ASSETS</b>	<b><u>98,379.54</u></b>	<b><u>736,755.07</u></b>	<b><u>835,134.61</u></b>

**FUND BALANCES**

Harriett C Proctor Chapel		23,312.00	23,312.00
Asa T. Butterfield Library	21,200.00	13,494.82	34,694.82
Cemetery Perpetual Care	42,296.00	26,592.86	68,888.86
E D & May Swallow Cemetery	1,000.00	1,401.81	2,401.81
Ellen Kendall Library Fund	50.00	218.40	268.40
E R Bennett Public Grounds	500.00	700.49	1,200.49
Fred Fletcher Cemetery Fund	2,532.54	1,903.81	4,436.35
Harriet C Proctor Charity	5,000.00	5,244.27	10,244.27
Meeting House Hill Cemetery	1,400.00	1,964.21	3,364.21
Owen Parkhurst Library Fund	1,000.00	4,067.83	5,067.83
Rideout Cemetery PC	401.00	560.92	961.92
Sarah Parkhurst Roby Bldg.	2,000.00	3,049.32	5,049.32
Sarah Roby Highway Fund	1,000.00	3,974.05	4,974.05
Sarah Parkhurst Charity	5,000.00	4,392.30	9,392.30
Sarah Parkhurst Free Lecture	5,000.00	2,361.70	7,361.70
Charles & Hazel Grasse Trust	10,000.00	5,890.81	15,890.81
Conservation Timber Fund		55,523.35	55,523.35
Conservation Land Fund		254,584.16	254,584.16
Stabilizaion Fund		314,746.58	314,746.58
James McKenna Memorial		11,489.40	11,489.40
Scholarship Fund		99.95	99.95
Educational Fund		361.96	361.96
Senior Fund	<u>—</u>	<u>820.07</u>	<u>820.07</u>
<b>TOTAL FUND BALANCE</b>	<b><u>98,379.54</u></b>	<b><u>736,755.07</u></b>	<b><u>835,134.61</u></b>

**TOWN OF DUNSTABLE**  
**CAPITAL PROJECTS BALANCE SHEET**  
**JUNE 30, 2004**

**TOWN HALL RENOVATION**

Cash, Town Hall Renovation	<u>22,952.52</u>
<b>TOTAL ASSETS</b>	<b><u>22,952.52</u></b>
Due to Others	1,476.91
F. B. Reserve for Encumbrances	<u>21,475.61</u>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b><u>22,952.52</u></b>

**LARTER FIELD PROJECT**

Cash, Larter Field Project	<u>10,506.49</u>
<b>TOTAL ASSETS</b>	<b><u>10,506.49</u></b>
F. B. Reserve for Encumbrances	<u>10,506.49</u>
<b>TOTAL LIABILITIES &amp; FUND EQUITY</b>	<b><u>10,506.49</u></b>



**TOWN OF DUNSTABLE**  
**EXPENDABLE TRUST FUNDS**  
**JUNE 30, 2004**

	<b>Balance</b> <b><u>7/1/2003</u></b>	<b><u>Income</u></b>	<b><u>Expended</u></b>	<b>Balance</b> <b><u>6/30/04</u></b>
Sarah A Roby Highway Fund	3,905.81	68.24		3,974.05
H C Proctor Charity	5,103.73	140.54		5,244.27
S A Parkhurst Charity	5,307.27	135.03	1,050.00	4,392.30
E R Bennett Grounds	684.02	16.47		700.49
S A Parkhurst Free Lecture	2,260.71	100.99		2,361.70
Asa T Butterfield Library	13,018.81	476.01		13,494.82
Owen Parkhurst	3,998.30	69.53		4,067.83
Ellen Kendall Library	214.72	3.68		218.40
James McKenna Memorial	11,779.72	159.68	450.00	11,489.40
H C Proctor Cemetery Chapel	22,992.16	319.84		23,312.00
Cemetery Perpetual Care	25,647.70	945.16		26,592.86
Meeting House Hill Cemetery	1,918.05	46.16		1,964.21
E D & May Swallow Cemetery	1,368.86	32.95		1,401.81
Fred Fletcher Cemetery	1,842.94	60.87		1,903.81
Rideout Cemetery P C	547.72	13.20		560.92
S A Parkhurst Roby Bldg Fund	2,980.05	69.27		3,049.32
Stabilization Fund	311,615.01	3,131.57		314,746.58
Conservation Sale of Timber	53,330.10	2,193.25		55,523.35
Conservation Land Fund	241,343.94	13,240.22		254,584.16
C & H Grasse Trust	5,672.79	218.02		5,890.81
Scholarship Donations		99.95		99.95
Educational Donations		361.96		361.96
Senior Donations	—	820.07	—	820.07
<b>TOTAL EXPENDABLE</b>	<b><u>715,532.41</u></b>	<b><u>22,722.66</u></b>	<b><u>1,500.00</u></b>	<b><u>736,755.07</u></b>

# TOWN OF DUNSTABLE

## FY2004 EXPENSE REPORT AS OF 6/30/2004 – GENERAL FUND

<u>Expense Category / Account</u>	<u>Previous Year's Balance</u>	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Revised Budget</u>	<u>Actual Expended</u>	<u>Balance</u>	<u>% Exp.</u>
Selectmen's Salaries	01-5-122-000	1,800.00		1,800.00	1,800.00		100
Selectmen's Expense	01-5-122-005	5,000.00	250.00	5,250.00	5,240.43	9.57	100
Personnel Policy Consult.	01-5-124-000			2,810.00	932.50	1,877.50	33
Land Use Consultant	01-5-124-001			25,000.00		25,000.00	0
Unpaid Bills	01-5-125-000		830.00	830.00	535.00	295.00	64
Finance Committee Expense	01-5-131-005	150.00		150.00	105.00	45.00	70
Reserve Account	01-5-132-000	25,000.00	(10,757.00)	14,243.00		14,243.00	0
Town Accountant Salary	01-5-135-000	16,151.00		16,151.00	16,151.00		100
Town Accountant Clerical	01-5-135-001	5,357.00		5,357.00	5,357.00		100
Town Accountant's Expense	01-5-135-005	1,800.00		1,800.00	1,258.88	541.12	70
Assessor's Salaries	01-5-141-000	900.00		900.00		900.00	100
Assessor's Associate	01-5-141-001	21,902.00		21,902.00	21,902.00		100
Assessors Clerical Wages	01-5-141-002	10,513.00		10,513.00	9,835.54	677.46	94
Assessors Expense	01-5-141-005	4,700.00		4,700.00	4,245.66	454.34	90
Assessors Appraisal Systm	01-5-141-006	17,500.00		17,500.00	9,099.98	8,400.02	52
Treasurer's Salary	01-5-145-000	14,034.00		14,034.00	14,034.00		100
Treasurer's Expense	01-5-145-005	7,500.00		7,500.00	7,407.66	92.34	99
Tax Collector's Salary	01-5-146-000	14,034.00		14,034.00	14,034.00		100
Tax Collector's Expense	01-5-146-005	9,100.00		9,100.00	7,690.68	1,409.32	85
Town Counsel Retainer	01-5-151-000	25,000.00		25,000.00	24,683.17	316.83	99
Special Litigation	01-5-152-000	3,031.14	50,000.00	53,031.14	7,378.91	45,652.23	14
Dog License Program	01-5-160-000	1,000.00		1,000.00	588.13	411.87	59
Town Clerk's Salary	01-5-161-000	16,761.00		16,761.00	16,761.00		100
Town Clerk's Expense	01-5-161-005	2,400.00		2,400.00	1,852.79	547.21	77
Election & Reg. Wages	01-5-162-000	2,450.00		2,450.00	1,295.14	1,154.86	53

<u>Expense Category / Account</u>	<u>Previous Year's Balance</u>	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Revised Budget</u>	<u>Actual Expended</u>	<u>Balance Exp.</u> %
Election & Reg. Expenses	01-5-162-005	2,600.00		2,600.00	2,503.71	96
Registrar Salary	01-5-163-000	212.00		212.00	212.00	100
Conservation Comm Cl.	01-5-171-001	7,171.00		7,171.00	5,289.60	74
Conservation Comm. Exp.	01-5-171-005	3,000.00		3,000.00	2,351.74	78
Conservation Land Fund	01-5-171-006	10,000.00		10,000.00	10,000.00	100
Planning Board Clerical	01-5-175-001	7,171.00		7,171.00	5,338.32	74
Planning Bd Expense	01-5-175-005	1,000.00	1,500.00	2,500.00	2,493.46	100
Town Master Plan	01-5-175-007			2,348.64		0
Zoning Bd Expense	01-5-176-005	2,000.00	1,300.00	3,300.00	3,025.10	92
No. Midd. Council of Govt	01-5-176-006	700.00		700.00	698.82	100
Clerical	01-5-192-000	34,625.00		35,162.60	32,855.50	93
Town Hall Caretaker	01-5-192-001	7,500.00		7,500.00	5,663.00	76
Town Hall Expense	01-5-192-005	25,000.00	5,779.09	36,731.44	36,731.31	100
Town Hall Phone/Computer	01-5-192-009					
160 Pleasant St. Renovatn	01-5-193-013					
Town Reports	01-5-195-000	4,500.00		9,261.76	2,412.76	26
Engineer	01-5-199-005	22,500.00	1,743.50	4,500.00	3,812.92	47
Town Planning Engineer	01-5-199-006			24,243.50	3,734.51	83
<b>TOTAL GENERAL GOVERNMENT</b>		<b>313,531.00</b>	<b>50,645.59</b>	<b>448,765.78</b>	<b>324,454.72</b>	<b>72</b>
Police Chief Salary	01-5-210-000	78,322.00		78,322.00	78,322.00	100
Police Wages & Mileage	01-5-210-001	415,268.00	(16,000.00)	399,268.00	370,632.91	93
Police Dept. Expense	01-5-210-005	22,096.00		22,096.00	20,900.21	95
Police Cruiser Expense	01-5-210-006	26,980.00		26,980.00	25,401.67	94
Police Radio	01-5-210-007	61,740.00		61,740.00	60,990.90	99
Police Lockup	01-5-210-008	3,500.00	50.00	3,550.00	3,550.00	100
Art #12 Police Handguns	01-5-210-014	6,474.00		6,474.00	6,394.50	99
Police Station Expense	01-5-211-000	18,506.00	( 50.00)	18,456.00	16,794.17	91

<u>Expense Category / Account</u>	<u>Previous Year's Balance</u>	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Revised Budget</u>	<u>Actual Expended</u>	<u>Balance</u>	<u>% Exp.</u>
Fire Dept. S & W	01-5-220-000	2,500.00		2,500.00	2,500.00		100
Fire Expenses	01-5-220-005	10,000.00		10,000.00	9,989.39	10.61	100
Fire Equipment	01-5-220-006	2,500.00		2,500.00	2,492.92	7.08	100
Fire Hepatitis B	01-5-220-008	1,088.30		1,088.30		1,088.30	0
Fire Station Addition	01-5-220-009	9,642.49		9,642.49	6,646.02	2,996.47	69
Emerg Med Ser Expense	01-5-232-005			7,300.00	7,264.62	35.38	100
Building Inspector Salary	01-5-241-000	10,174.00		10,174.00	10,174.00		100
Building Insp. Expense	01-5-241-005	1,100.00		1,100.00	1,072.88	27.12	98
Gas Inspector Salary	01-5-242-000	2,584.00		2,584.00	2,584.00		100
Plumbing Insp. Salary	01-5-243-000	3,468.00		3,468.00	3,468.00		100
Electrical Insp Salary	01-5-245-000	9,924.00		9,924.00	9,924.00		100
Insp of Animal Exp	01-5-249-001	300.00		300.00	300.00		100
Emergency Management	01-5-291-000	500.00		2,361.91	1,563.20	798.71	66
Dog Officer Time & Exp.	01-5-292-000	6,000.00		6,000.00	6,000.00		100
Tree Warden Time & Exp.	01-5-294-000	5,000.00		5,000.00	1,773.93	3,226.07	35
<b>TOTAL PROTECT. PERSONS &amp; PROPERTY</b>		<b><u>12,592.70</u></b>	<b><u>(16,000.00)</u></b>	<b><u>690,828.70</u></b>	<b><u>648,739.32</u></b>	<b><u>42,089.38</u></b>	<b><u>94</u></b>
G. D. R. S. District	01-5-300-001	2,949,400.00		2,949,400.00	2,949,400.00		100
G. D. R. S. Debt	01-5-300-002	672,321.00		672,321.00	672,319.00	2.00	100
G. L. R. V. T. H. S.	01-5-300-003	109,162.00		109,162.00	97,154.00	12,008.00	89
<b>TOTAL EDUCATION</b>		<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>3,730,883.00</u></b>	<b><u>3,718,873.00</u></b>	<b><u>12,010.00</u></b>	<b><u>100</u></b>
Highway S. & W.	01-5-422-000	79,030.00		79,030.00	79,025.70	4.30	100
Highway Clerical	01-5-422-001	5,619.00		5,619.00	5,433.62	185.38	97
Highway Maintenance	01-5-422-006	9,571.65		36,571.65	31,415.02	5,156.63	86
Highway Machinery Fund	01-5-422-007	4,381.64		35,381.64	35,371.93	9.71	100
Highway Lease Purchase	01-5-422-008	33,429.00	(1,000.00)	32,429.00	31,878.39	550.61	98
Highway Brush Removal	01-5-422-009	6,500.00		6,500.00	6,500.00		100

<u>Expense Category / Account</u>	<u>Previous Year's Balance</u>	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Revised Budget</u>	<u>Actual Expended</u>	<u>Balance</u>	<u>% Exp.</u>
Highway Sign Maintenance	01-5-422-010	1,500.00		1,500.00	1,435.27	64.73	96
Highway Line Painting	01-5-422-011	7,200.00		8,282.58	6,532.05	1,750.53	79
Highway Snow Removal	01-5-423-000	49,000.00	66,924.12	115,924.12	115,921.43	2.69	100
Street Lights	01-5-424-000	6,000.00	85.00	6,085.00	6,082.83	2.17	100
Transfer Station	01-5-433-000	87,500.00	(2,148.00)	85,352.00	67,390.41	17,961.59	79
Landfill Expense	01-5-433-001	1,000.00		1,000.00	1,000.00		100
Cemetery Wages & Supplies	01-5-491-000	11,960.00		11,960.00	11,960.00		100
Cemetery Care of Lots	01-5-491-001	735.00		735.00	372.39	362.61	51
Cemetery Interments	01-5-491-002	3,000.00	—	3,000.00	1,132.50	1,867.50	38
<b>TOTAL PUBLIC WORKS AND FACILITIES</b>		<b><u>350,473.00</u></b>	<b><u>63,861.12</u></b>	<b><u>429,369.99</u></b>	<b><u>401,451.54</u></b>	<b><u>27,918.45</u></b>	<b><u>93</u></b>
Nashoba Bd of Health Asm	01-5-510-002	5,083.00		5,083.00	4,621.00	462.00	91
Board of Health Expense	01-5-510-005	7,000.00		7,000.00	4,680.43	2,319.57	67
Town Nurse Assessment	01-5-522-000	1,758.00		1,758.00	1,598.00	160.00	91
Mental Health Assessment	01-5-523-000	400.00		400.00	400.00		100
Council on Aging	01-5-541-000	6,000.00		6,000.00	5,824.53	175.47	97
Council on Aging Bus	01-5-541-005	15,000.00		15,000.00	6,335.00	8,665.00	42
Veterans Agent Salary	01-5-543-000	525.00		525.00	495.83	29.17	94
Veterans Expenses	01-5-543-002	400.00		400.00	231.54	168.46	58
Veteran's Benefits	01-5-543-006	500.00	—	500.00	—	500.00	0
<b>TOTAL HUMAN SERVICES</b>		<b><u>36,666.00</u></b>	<b><u>0.00</u></b>	<b><u>36,666.00</u></b>	<b><u>24,186.33</u></b>	<b><u>12,479.67</u></b>	<b><u>66</u></b>
Library S. & W.	01-5-610-000	57,885.00		57,885.00	57,727.48	157.52	100
Library Expense	01-5-610-005	60,129.00	9,704.00	69,833.00	68,876.04	956.96	99
Cable TV Committee	01-5-630-000	100.00		100.00		100.00	0
Recreation Expense	01-5-631-005	4,000.00		6,936.05	6,582.62	353.43	95
Parks Department	01-5-650-000	14,000.00		15,830.10	13,586.25	2,243.85	86
Larter Field Maintenance	01-5-650-001	17,000.00		21,436.84	16,182.17	5,254.67	75

<u>Expense Category / Account</u>	<u>Previous Year's Balance</u>	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Revised Budget</u>	<u>Actual Expended</u>	<u>Balance</u>	<u>% Exp.</u>
Arts Lottery Commission	01-5-670-000	75.00		75.00	42.22	32.78	56
Historical Comm. Expense	01-5-691-000	500.00		655.30	650.00	5.30	99
Memorial Day Committee	01-5-692-000	550.00		550.00	519.14	30.86	94
Summer Concerts	01-5-693-000	2,000.00	—	2,000.00	2,000.00	—	100
<b>TOTAL CULTURE AND RECREATION</b>		<b><u>156,239.00</u></b>	<b><u>9,704.00</u></b>	<b><u>175,301.29</u></b>	<b><u>166,165.92</u></b>	<b><u>9,135.37</u></b>	<b><u>95</u></b>
Long Term Debt	01-5-710-000	266,239.00		266,239.00	266,239.00		100
Long Term Interest	01-5-751-000	137,828.00		137,828.00	137,823.43	4.57	100
Temporary Loan Interest	01-5-752-000	10,000.00	(300.00)	9,700.00	—	9,700.00	0
<b>TOTAL DEBT SERVICE</b>		<b><u>414,067.00</u></b>	<b><u>(300.00)</u></b>	<b><u>413,767.00</u></b>	<b><u>404,062.43</u></b>	<b><u>9,704.57</u></b>	<b><u>98</u></b>
County Retirement System	01-5-911-000	69,255.00		69,255.00	69,255.00		100
Group Health Insurance	01-5-914-000	75,040.00		75,040.00	64,910.41	10,129.59	87
Unemployment Compensation	01-5-915-000		23,905.91	23,905.91	23,905.16	0.75	100
FICA Town Share	01-5-919-000	19,000.00		19,000.00	17,552.66	1,447.34	92
Bldg/Vehicle Liab. Ins.	01-5-945-000	52,000.00	(142.50)	52,857.50	51,954.00	903.50	98
<b>TOTAL MISCELLANEOUS EXPENSES</b>		<b><u>215,295.00</u></b>	<b><u>23,763.41</u></b>	<b><u>240,058.41</u></b>	<b><u>227,577.23</u></b>	<b><u>12,481.18</u></b>	<b><u>95</u></b>
<b>TOTAL EXPENSES as of 6/30/2004:</b>		<b><u>5,911,390.00</u></b>	<b><u>131,674.12</u></b>	<b><u>6,165,640.17</u></b>	<b><u>5,915,510.49</u></b>	<b><u>250,129.68</u></b>	<b><u>96</u></b>

# **TOWN OF DUNSTABLE** **FY2004 EXPENSE REPORT AS OF 6/30/2004 – OTHER FUNDS**

<u>Expense Category / Fund Number</u>	<u>Previous Year's Balance</u>	<u>Original Budget</u>	<u>Budget Revisions</u>	<u>Revised Budget</u>	<u>Actual Expended</u>	<u>Balance</u>
<b>FUND 30 – CAPITAL PROJECT LANDFILL</b>						
<b>TOTAL FUND 30:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>FUND 32 – CAPITAL PROJECT LARTER FIELD</b>						
Larter Field Expense	10,506.49			10,506.49		10,506.49
<b>TOTAL FUND 32:</b>	<b>10,506.49</b>	<b>0.00</b>	<b>0.00</b>	<b>10,506.49</b>	<b>0.00</b>	<b>10,506.49</b>
<b>FUND 33 – CAPITAL PROJECT TOWN HALL</b>						
Clerk of Works	4,215.00			4,215.00		4,215.00
Construction	1,025.00			1,025.00	1,025.00	
Contingency	13,100.77		26,900.00	40,000.77	22,571.74	17,029.03
<b>TOTAL FUND 33:</b>	<b>18,340.77</b>	<b>0.00</b>	<b>26,900.00</b>	<b>45,240.77</b>	<b>23,996.74</b>	<b>21,244.03</b>
<b>FUND 61 – WATER ENTERPRISE FUND</b>						
Water S. & W. Clerical		4,158.00		4,156.00	4,078.56	79.44
Water Expense Training		400.00		400.00	372.51	27.49
Water Dept. Maintenance		27,617.00		27,617.00	26,149.01	1,467.99
Water Dept. New Well	48,256.68			48,256.68	39,639.01	8,617.67
Water Dept. Debt		13,833.00		13,833.00	13,833.00	
Wellhead Protection Grant	9,457.52			9,457.52	6,968.37	2,489.15
<b>TOTAL FUND 61:</b>	<b>57,714.20</b>	<b>46,008.00</b>	<b>0.00</b>	<b>103,722.20</b>	<b>91,040.46</b>	<b>12,681.74</b>
<b>TOTAL OTHER FUND EXP. as of 6/30/2004:</b>	<b>86,561.46</b>	<b>46,008.00</b>	<b>26,900.00</b>	<b>159,469.46</b>	<b>115,037.20</b>	<b>44,432.26</b>

**TOWN OF DUNSTABLE**  
**SCHEDULE OF DEPARTMENTAL PAYMENTS**  
**JULY 1, 2003 – JUNE 30, 2004**

**GENERAL GOVERNMENT**

**SELECTMEN**

Salaries	1,800.00	
Other Charges	1,873.60	
Postage	249.67	
Supplies	450.47	
Legal Notices	527.60	
Other Services	360.00	
Dues & Subscriptions	607.00	
Conferences	270.00	
Rented Property	<u>902.09</u>	
		7,040.43

**FINANCE COMMITTEE**

Dues	<u>105.00</u>	105.00
Unpaid Bills		535.00
Personnel Policy Consultant		932.50

**ACCOUNTANT**

Salary	16,151.00	
Certification	500.00	
Clerical	5,357.00	
Dues	70.00	
Supplies	98.88	
Professional Services	<u>590.00</u>	
		22,766.88

**ASSESSORS**

Salary	900.00	
Assistant Assessor	21,902.00	
Clerical	9,835.54	
Postage	259.00	
Conferences	35.00	
Supplies	1,689.66	
New Equipment	1,900.00	
Dues	212.00	
Appraisal System	9,099.98	
Legal Notices	<u>150.00</u>	
		45,983.18

**TREASURER**

Salary	14,034.00
Certification	250.00
Professional Services	3,104.20



Dues & Subscriptions	125.00	
Postage	630.70	
Supplies	518.90	
Milage/Training	351.58	
Other Charges	<u>2,427.28</u>	
		21,441.66

#### **TAX COLLECTOR**

Salary	14,034.00	
Certification	250.00	
Postage	2,821.52	
Supplies	740.22	
Professional Services	540.00	
Legal Notices	347.94	
Milage	96.00	
Other Charges	2,850.00	
Dues & Subscriptions	<u>45.00</u>	
		21,724.68

#### **LEGAL DEPARTMENT**

Retainer	24,683.17	
Special Litigation	<u>7,378.91</u>	
		32,062.08

#### **TOWN CLERK**

Salary	16,761.00	
Dues & Subscriptions	45.00	
Milage/Conference	602.22	
Postage	173.44	
Supplies	601.68	
Professional Services	350.00	
Other Services	<u>80.45</u>	
		18,613.79

#### **DOG LICENSE PROGRAM**

Postage	233.32	
Supplies	<u>354.81</u>	
		588.13

#### **ELECTION & REGISTRATION**

Registrars	212.00	
Ballot Clerks	1,295.14	
Purchase of Services	1,228.51	
Office Supplies	788.53	
Postage	<u>486.67</u>	
		4,010.85

**CONSERVATION COMMITTEE**

Clerical	5,289.60
Dues & Subscriptions	485.00
Postage	488.53
Conferences	250.00
Supplies	982.02
Land Fund	10,000.00
Professional Services	<u>146.19</u>

17,641.34

**PLANNING BOARD**

Clerical	5,338.32
Postage	863.16
Dues & Subscriptions	60.00
Legal Services	1,339.80
Other Charges	75.00
Supplies	65.73
Telephone	<u>89.77</u>

7,831.78

**N . MIDDLESEX COUNCIL OF GOVERNMENT**

Assessment	<u>698.82</u>
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698.82

**BOARD OF APPEALS**

Clerical	967.50
Postage	149.00
Dues	50.00
Supplies	49.00
Legal Notices	<u>1,809.60</u>

3,025.10

**TOWN HALL**

Clerical	32,855.50
Caretaker	5,663.00
Supplies	11,218.95
Heat	6,981.05
Electric	6,383.83
Telephone	3,521.93
Water	1,496.35
Repairs	783.87
Dues & Subscriptions	708.80
Postage	42.53
Other Charges	3,173.20
Professional Services	<u>2,420.80</u>

75,249.81

TOWN REPORTS	3,734.51
TOWN PLANNING ENGINEER	10,000.00
TOWN ENGINEER	24,243.50
TOWN HALL PHONE/COMPUTERS	2,412.76
160 'PLEASANT ST RENOVATION	<u>3,812.92</u>

<b>TOTAL GENERAL GOVERNMENT</b>	<b>324,454.72</b>
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### **PUBLIC SAFETY**

#### **POLICE DEPARTMENT**

Chief Salary	78,322.00	
Wages & Mileage	370,632.91	
Telephone / Pagers	2,672.43	
Dues & Subscriptions	1,163.90	
Postage	487.85	
Supplies	7,497.72	
Equipment Repair	305.21	
Training	2,860.00	
Conferences	126.00	
New Equipment	354.25	
Uniforms	<u>5,432.85</u>	
		469,855.12
Cruiser Account		
Gas & Oil	15,868.11	
Repairs	9,313.08	
Supplies	<u>220.48</u>	
		25,401.67
Radio Account		
Town of Groton	51,914.00	
Repairs & Supplies	5,433.01	
Communications	242.63	
Other Services	<u>3,401.26</u>	
		60,990.90
Lockup Account		3,550.00
Art # 12 Handguns		6,394.50
Police Station Expense		
Lights	3,314.17	
Heat	1,168.39	
Telephone	2,370.37	
Water	682.87	
Purchase of Services	6,389.05	
Other Charges	404.82	
Supplies	<u>2,464.50</u>	
		16,794.17

**FIRE DEPARTMENT**

Wages	2,500.00	
Light	437.38	
Heat	1,127.64	
Water	229.48	
Gas & Oil	441.90	
Telephone	2,455.15	
Repairs	1,074.29	
Supplies	2,357.05	
New Equipment	2,492.92	
Postage	12.50	
Dues	104.00	
Town of Pepperell	<u>1,750.00</u>	
		14,982.31
Fire Station Addition		6,646.02

**EMERGENCY MEDICAL SERVICE**

Stipends	4,310.00	
Training/Conferences	150.00	
Postage	163.88	
Dues & Subscriptions	303.47	
New Equipment	109.98	
Supplies	<u>2,227.29</u>	
		7,264.62

**INSPECTORS**

Building Inspector Salary		10,174.00
Building Inspector Expense		1,072.88
Gas Inspector Salary		2,584.00
Plumbing Inspector Salary		3,468.00
Electrical Inspector Salary		9,924.00
Inspector of Animals		300.00

**EMERGENCY MANAGEMENT**

1,563.20

**DOG OFFICER**

6,000.00

**TREE WARDEN**1,773.93**TOTAL PUBLIC SAFETY****648,739.32****EDUCATION**

G.D.R.S. District	2,949,400.00
G.D.R.S. District Debt	672,319.00
G.L.R.V.T.H.S.	<u>97,154.00</u>

**TOTAL EDUCATION****3,718,873.00**

**PUBLIC WORKS & FACILITIES****HIGHWAY DEPARTMENT**

Wages	79,025.70	
Clerical	<u>5,433.62</u>	84,459.32
Maintenance Account		
Purchase of Services	10,845.00	
Equipment Rental	1,650.00	
Gas & Oil	1,231.97	
Supplies	8,760.71	
Paving	6,201.05	
Equipment Repairs	<u>2,726.29</u>	31,415.02
Machinery Fund		
Repairs	17,351.66	
Gas & Oil	3,619.22	
Electric	2,088.24	
Telephone	732.10	
Equipment Rental	564.48	
Gas Heat	2,714.80	
Other Supplies	5,349.42	
Other Services	234.66	
Legal Notices	256.00	
Dues	202.00	
Asphalt	1,540.00	
Other Charges	89.00	
Conferences	519.35	
Postage	<u>111.00</u>	35,371.93
Lease Purchase		31,878.39
Brush Removal		6,500.00
Sign Maintenance		1,435.27
Line Painting		6,532.05
Street Lights		6,082.83
Snow Removal		
Overtime	9,003.34	
Equipment Rental	36,697.08	
Equipment Repairs	2,477.46	
Salt	50,127.69	
Sand	16,598.19	
Gas & Oil	<u>1,017.67</u>	115,921.43

**TRANSFER STATION / LANDFILL**

Wages	4,935.00
Professional Services	55,585.41
Supplies	1,870.00
Repairs	5,000.00
Landfill Expense	<u>1,000.00</u>

68,390.41

**CEMETERY DEPARTMENT**

Wages	10,800.65
Water	368.06
Repairs	274.41
Gas & Oil	161.77
Supplies	355.11
Care of Lot Fund	372.39
Internments	<u>1,132.50</u>

13,464.89**TOTAL PUBLIC WORKS****401,451.54****HUMAN SERVICES****BOARD OF HEALTH**

Clerical	3,968.10
Telephone	261.67
Postage	44.00
Professional Services	226.38
Dues	50.00
Supplies	50.00
Legal Notices	<u>80.28</u>

4,680.43

Nashoba Assessment 4,621.00

Nashoba Nursing 1,598.00

Mental Health Assessment 400.00

**COUNCIL ON AGING**

Wages	131.00
Postage	111.00
Supplies	49.00
Telephone	262.47
Taxi Service	6,335.00
Excursions	3,453.41
Other Charges	1,539.65
Dues	<u>278.00</u>

12,159.53

**VETERANS BENEFITS**

Salary	495.83
Dues/Subs	<u>231.54</u>

727.37**TOTAL HUMAN SERVICES****24,186.33****CULTURE & RECREATION****LIBRARY**

Wages	57,727.48
Telephone	1,539.68
Office Supplies	3,534.83
Electric	12,724.57
Gas	7,952.95
Water	84.60
Equipment Repairs	293.71
Dues & Subscriptions	30,374.33
MV Library Consortium	9,940.00
Purchase of Services	2,290.73
Milage	72.64
Postage	<u>68.00</u>

126,603.52

**RECREATION COMMISSION**

Programs	1,000.00
Supplies	3,737.00
Field Maintenance	<u>1,845.62</u>

6,582.62

**PARKS DEPARTMENT**

Grounds	13,288.00
Department Supplies	298.25

13,586.25

Summer Concerts	2,000.00
Larter Field Maintenance	16,182.17
Arts Lottery Commission	42.22
Historical Commission	650.00
Memorial Day Committee	<u>519.14</u>

**TOTAL CULTURE & RECREATION****166,165.92****DEBT SERVICE**

Long Term Debt	266,239.00
Long Term Interest	<u>137,823.43</u>

**TOTAL DEBT SERVICE****404,062.43**

<b>INSURANCE &amp; ASSESSMENTS</b>		
County Retirement	69,255.00	
Insurances:		
Group Health Insurance	64,910.41	
F I C A Town Share	17,552.66	
Unemployment Comp.	23,905.16	
Building & Liability	<u>51,954.00</u>	
		<u>227,577.23</u>
<b>TOTAL INSURANCE &amp; ASSESSMENTS</b>		<b>631,639.66</b>
<b>TOTAL GENERAL FUND DEPARTMENTAL</b>		<b>5,915,510.49</b>



# SPECIAL REVENUE FUNDS

JULY 1, 2003 - JUNE 30, 2004

	<u>Balance</u> <u>7/1/03</u>	<u>Receipts</u>	<u>Expended</u>	<u>Balance</u> <u>6/30/04</u>
Town Forest Timber	23,284.96			23,284.96
Bid Specifications	1,699.75			1,699.75
Insurance Receipts Payable		6,500.83	6,500.83	0.00
Town Hall Committee	5,020.74	2,738.61	5,096.70	2,662.65
Butterfield Relief/Poor	3,430.09	205.78		3,635.87
Butterfield Cem. Fund	1,651.67	411.56		2,063.23
Elder Affairs Grant	359.00	2,600.00	2,959.00	0.00
Elder Affairs Pharmacy	163.61			163.61
Elder Affairs Donations	4.00	4.00		0.00
Library Incentive Grant	3,240.68	1,590.97		4,831.65
Library Equal. Grant	1,938.99	849.16		2,788.15
Library Trustee Account	12,630.16	3,460.18	5,496.70	10,593.64
Library Expansion Fund	10,707.99	127.75	6,089.00	4,746.74
Library Jose Abeyta Memorial	587.33			587.33
Library Lucy Kennedy Memorial	2,037.00	1,816.01	120.00	3,733.01
Police Special Duty	5,372.52	21,779.44	22,739.44	4,412.52
Police D.A.R.E. Grant	1,725.10		1,181.12	543.98
Police D.A.R.E. Donations	995.65	700.00	715.02	980.63
Police Community Grant	11,995.91	12,000.00	21,359.37	2,636.54
Police FAST Grant	4,657.92			4,657.92
Police Terrorism Grant	72.71			72.71
Tax Collector Fees		6,230.00	6,230.00	0.00
Deputy Tax Collector		2,989.00	2,989.00	0.00
Town Clerk Fees	(12.00)	3,081.49	3,103.39	(33.90)
Surety Deposits & Bonds	551,333.23	3,375.84	431,089.16	123,619.91
Nashua River Engineer	(859.66)			(859.66)
Pl. Bd. 53G Accounts	111.70	18,656.29	13,762.86	5,005.13
Recreation Music Fund	482.25			482.25
Cultural Council Grant	2,705.76	2,033.46	1,875.00	2,864.22
Cultural Council Fundraiser	108.20			108.20
Landfill Revolving	9,110.29	32,413.95	41,524.24	0.00
Due to Cemetery P.C.	3,825.00	600.00		4,425.00
Cemetery Sale of Lots	8,230.50	600.00		8,830.50
Cemetery Gifts & Donations	230.00			230.00
Conservation Wetland Act	23,467.43	2,597.50		26,064.93
Hwy Machinery Fund Reserve	19,991.28	6,835.00	20,000.00	6,826.28
Summer Concert Donations	250.00	1,935.00	914.10	1,270.90
Dunstable Road Race Donations	4,389.96	4,827.00	3,278.04	5,938.92
Hwy. Ch 90 Construcion	—	88,594.73	88,295.73	299.00
	<b>714,939.72</b>	<b>229,549.55</b>	<b>685,322.70</b>	<b>259,166.57</b>

**TOWN OF DUNSTABLE  
STATEMENT OF LONG TERM DEBT  
GROUP OF ACCOUNTS  
JUNE 30, 2004**

**LIBRARY / LAND / NEW WELL**

Dated May 15, 1999

Original Loan \$673,500.00

67,350 Due 05/15/00-09

**BALANCE:** 336,750.00

**LAND ACQUISITION**

Dated Sept. 1, 2002

Original Loan \$1,425,000.00

\$75,000 Due 05/15/03-21

**BALANCE:** 1,275,000.00

**POLICE STATION**

Dated Sept. 1, 2002

Original Loan \$263,000.00

\$29,225 Due 05/15/03-10

\$29,200 Due 05/15/11

**BALANCE:** 204,550.00

**160 PLEASANT STREET**

Original Loan \$40,000.00

\$4,500 Due 05/15/03-09

\$4,250 Due 05/15/10-11

**BALANCE:** 31,000.00

**TOWN HALL ARCHITECT**

Original Loan \$132,000.00

\$7,000 Due 05/15/03-19

\$6,500 Due 05/15/20-21

**BALANCE:** 118,000.00

**TOWN HALL RENOVATION**

Original Loan \$1,500,000.00

Variable Due 05/15/03-21

**BALANCE:** 1,342,050.00

**RECREATION FIELDS**

Original Loan \$168,000.00

\$16,800 Due 05/15/03-12

**BALANCE:** 134,400.00

**TOTAL:** 3,441,750.00

**TOWN OF DUNSTABLE**  
**STATEMENT OF REVENUE, BUDGET vs. ACTUAL**  
**JULY 1, 2003 - JUNE 30, 2004**

	<b><u>Budget</u></b>	<b><u>Actual</u></b> <b><u>Receipts</u></b>	<b>Balnace</b> <b>Favorable</b> <b>(Unfavorable)</b>
<b>TAXES</b>			
Personal Property Current	108,569.78	108,555.71	(14.07)
Real Estate Current	5,082,849.60	5,101,117.41	18,267.81
Motor Vehicle Excise	322,000.00	434,229.40	112,229.40
Other Classified Taxes	<u>20,000.00</u>	<u>34,223.19</u>	<u>14,223.19</u>
	5,533,419.38	5,678,125.71	144,706.33
<b>INTEREST</b>			
Interest on Property Tax	7,500.00	15,461.13	7,961.13
Interest on Motor Vehicle	500.00	826.98	326.98
Interest on Tax Liens	185.80	185.80	
Interest on Capital Projects	18,489.26	18,489.26	
Interest on Investments	<u>10,000.00</u>	<u>10,825.40</u>	<u>825.40</u>
	18,000.00	45,788.57	27,788.57
<b>LICENSES &amp; PERMITS</b>			
Driveway Permits	200.00	200.00	
Camp License	30.00	30.00	
Cable T V	400.00	428.50	28.50
Building Permits	23,700.00	37,290.70	13,590.70
Gas Permits	1,500.00	2,810.00	1,310.00
Plumbing Permits	2,000.00	4,495.00	2,495.00
Electrical Permits	6,000.00	10,335.00	4,335.00
Common Victullar	75.00	75.00	
Dog Licenses	<u>3,000.00</u>	<u>3,096.50</u>	<u>96.50</u>
	36,600.00	58,760.70	22,160.70
<b>GENERAL GOVERNMENT</b>			
Selectmen			
Hearings	1,000.00		(1,000.00)
Rental	2,000.00		(2,000.00)
Other Misc.		1,516.70	1,516.70
Tax Collector			
Demand Fees	2,400.00	2,880.00	480.00
R M V Surcharge	900.00	965.00	65.00
Payments After Abatements		58.65	58.65
Tax Liens Redeemed		3,287.22	3,287.22
Assessors	100.00	150.00	50.00

	<b><u>Budget</u></b>	<b><u>Actual Receipts</u></b>	<b>Balnace Favorable (Unfavorable)</b>
Town Clerk			
Raffle Permits		60.00	60.00
Dog License Fines	600.00	735.00	135.00
Passports	1,200.00	2,480.00	1,280.00
Non Criminal Fines		50.00	50.00
Planning Board			
Hearings	2,000.00	5,433.88	3,433.88
Board of Appeals			
Filing Fees		1,150.00	1,150.00
Hearings	<u>800.00</u>	<u>1,150.00</u>	<u>350.00</u>
	11,000.00	19,916.45	8,916.45
<b>PUBLIC SAFETY</b>			
Police Department			
Firearms Licenses	700.00	1,287.50	587.50
Police Reports	200.00	200.00	0.00
Court Fines	2,000.00	1,620.00	(380.00)
R M V Violations	18,000.00	24,107.50	6,107.50
Sp. Duty Surcharge	<u>1,000.00</u>	<u>2,149.58</u>	<u>1,149.58</u>
	21,900.00	29,364.58	7,464.58
<b>OTHER DEPARTMENTAL</b>			
Cemetery Interments	3,000.00	2,670.00	(330.00)
Board of Health	500.00		(500.00)
Library Fines & Copies	<u>500.00</u>	<u>553.94</u>	<u>53.94</u>
	4,000.00	3,223.94	(776.06)
<b>STATE &amp; FEDERAL RECEIPTS</b>			
State Owned Land	417.00	417.00	0.00
Abate. for Elderly	2,892.00	3,738.00	846.00
Additional Assistance	30,076.00	30,076.00	0.00
Additional Polling Hours		252.00	252.00
State Lottery	166,548.00	166,548.00	0.00
Emergency Mgt. Grant Reim.		900.00	900.00
Police Career Incentive	15,380.00	15,545.00	165.00
Federal Gas Tax	<u>—</u>	<u>1,643.41</u>	<u>1,643.41</u>
	215,313.00	219,119.41	3,806.41
<b>REFUNDS &amp; MISC RECEIPTS</b>			
Water Betterments	3,000.00	3,146.50	146.50
Other Misc Receipts	<u>1,000.00</u>	<u>685.23</u>	<u>(314.77)</u>
	<u>4,000.00</u>	<u>3,831.73</u>	<u>(168.27)</u>
<b>TOTAL REVENUES</b>	<b>5,844,232.38</b>	<b>6,058,131.09</b>	<b>213,898.71</b>

**TOWN OF DUNSTABLE**  
**WATER ENTERPRISE FUND**  
**JULY 1, 2003 - JUNE 30, 2004**

Cash on Hand July 1, 2003		152,002.37
Warrants Payable		<u>3,887.81</u>
Fund Balance July 1, 2003		148,114.56
Receipts:		
User Charges	43,096.45	
Special Assessments	3,146.50	
Interest on Charges	96.61	
Other Misc Receipts	442.23	
Wellhead State Grant	1,733.26	
Connection Fees Revolving	<u>143.50</u>	
		48,658.55
		<b>196,773.11</b>
Expended:		
Wages	6,839.81	
Chemicals	3,714.00	
Office Supplies	362.28	
Dept. Supplies	4,060.18	
Other Services	554.65	
Equipment Repair	674.92	
Testing	9,000.00	
Electric	3,929.40	
Highway M.F.R.	1,000.00	
Postage	262.84	
D.E.P. Assessments		
Dues & Subscriptions	202.00	
Betterments to General	3,146.50	
Long Term Debt	13,833.00	
Wellhead Protection Grant	6,968.37	
New Well Site Project	<u>39,639.01</u>	
		94,186.96
		<b>102,586.15</b>
Fund Balances as of June 30, 2004:		
Reserve for Encumbrances	11,106.72	
Reserve for Expenditures	52,600.00	
Reserve for Special Purposes	2,143.50	
Unreserved Retained Earnings	<u>36,735.83</u>	
		<b>102,586.05</b>
Revised:		
Reserve for Encumbrances includes New Well Project.		
Total Fund Balance Available for Appropriation		<b>\$36,735.83</b>

## **REPORT OF THE COUNCIL ON AGING**

The Senior Citizens of Dunstable continue to be served by the Council on Aging.

The Council serves under the direction of the State Department of Elder Affairs and the Elder Services of the Merrimack Valley. Elder Assistant Ruth Tully, who is available at the Town Hall on Tuesday and Thursday from 11:00 a.m. to 2:00 p.m., serves Dunstable Seniors.

We now have the Alternative Transportation Program in effect, which provides a more flexible service for the seniors without rides. This service is for Medical and shopping trips.

We provide help with the Senior Pharmacy Programs and Fuel Assistance, and the Meals on wheels program. At the senior meeting day, which is the First Wednesday of the month, we provide a blood pressure clinic, cholesterol checks, and have a day for Flu and Pneumonia shots. The town nurse is at the Town Hall the same day from 11:00 a.m. to 12:00 p.m.

In May, the Tyngsboro-Dunstable Lion's Club put on a delicious Roast Beef dinner for the Seniors of both towns, which was well attended and very much enjoyed. In August, the Dunstable Fireman put on a great cookout for the seniors, which was also delicious and appreciated by everyone. In September, Folk Singer Patty Carpenter entertained the seniors. This "Music for Seniors" program was sponsored in part by the Dunstable Cultural Council.

There are approximately 300 seniors in the Town of Dunstable. Several of these received varying kinds of services over the past year, such as Fuel Assistance, Meals on Wheels, and Transportation. The Council applied for and has received a grant in the sum of \$2,800.00 from the State of Massachusetts. The members of the Council on Aging and the Assistant volunteer their time to help wherever and whenever needed.

The Council on Aging is working with the Seniors of Dunstable to show the need for a Senior Center, which is now at the Dunstable Library. We are getting some support and would like to encourage any resident 60 years or older to come and join us and become involved. This is held the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Wednesday's of every month.

The Dunstable Senior Club meets once a month, on the first Wednesday of every month. The meetings start at 11:00 a.m. and begin with a catered meal put on by the Merrimack Education Center, followed by a business meeting and entertainment. We welcome all Citizens 60 and over to come and join the Club and have some fun.

Respectfully Submitted,

M. Robie Stevens

Arlene Silk

Members:

Gerald Vaillancourt

Marjorie Ryder

Gerald Simmons

Ralph Sabatino

Jean Carpenter

## **REPORT OF THE CEMETERY COMMISSION**

No new projects were undertaken, the driveways were upgraded in the newer section of the Cemetery.

Thank you to the Highway Department for plowing and thanks to Duane Bacon for the Tool Shed window box.

Respectfully submitted,

David Hardman  
Judith K. Larter  
Phyllis Rootovich

# REPORT OF THE CONSERVATION COMMISSION

The Dunstable Conservation Commission serves the community as a regulatory agency as well as promoting the conservation of natural resources. The Conservation Commission Act (Massachusetts General Laws, Chapter 40, Section 8C) of 1957 designates the Conservation Commission as the official agency charged with the protection of the community's natural resources. In 1972, Conservation Commissions were given the added responsibility for administering the Wetlands Protection Act (MA G.L. Chapter 131, Section 40).

The Commission has protected natural resources in the town in various ways over the years. The Commission has led efforts to preserve tracts of land rich in resources in various ways: Protection has been obtained by having the Commission purchase land directly with funds from its land acquisition budget, by obtaining support of town boards and the Town Meeting for the support of purchase of land from the general funds, by obtaining matching funds from state and federal programs for protection of natural resources, by supporting initiatives for obtaining agricultural preservation restrictions, and by obtaining deed restrictions when outright purchase was not an option.

As part of its administrative responsibility under the Wetlands Protection Act, the Commission is charged to assure that no one may remove, fill, dredge, or alter any wetland, floodplain, bank, land under a water body, or land within 100 feet of a wetland, without a permit from the Conservation Commission. The Act is aimed at protecting public interests and values which may be affected by activities within the areas mentioned. These public interests include: protection of public and private water supplies, protection of groundwater supplies, protection of land containing shellfish, protection of wildlife habitat, flood control, storm damage prevention, prevention of pollution, and protection of fisheries. In addition, the Dunstable General Wetlands By-law includes the interest of aesthetics.

During the past year, the Commission enjoyed working with Boy Scout Matthew Belley from Dunstable Boy Scout Troop 28 on his Eagle Scout project. Matt provided informational signs near major waterway road crossings and he and his crew cleaned up around those waterways. Thank you Matthew!

In December, the Conservation Commission held a "Cut your own Christmas tree" sale at the Unkety Woods Preserve on Woods Court. Many families enjoyed the experience of selecting and cutting a fresh, beautiful, inexpensive tree from the woods.

Under the Wetlands Protection Act, the Commission files show the following figures for calendar year 2004:

Abbreviated Notice of Intent .....	1	Notices of Intent Hearings .....	4
Requests for Determination .....	7		
Abbreviated Notice of Resource Area Delineation .....	2		
Site Visits .....	13	Certificates of Compliance .....	4
Building Permits .....	24	Occupancy Permits .....	8



The Dunstable Conservation Commission meets the second and fourth Monday of each month at the Town Hall. Meetings start at 7:30pm. Interested residents are welcome to attend.

Respectfully,  
Marilyn Pike, Chairman  
Leah Basbanes  
Bill Moeller  
Judy Larter  
Cheryl Mann, Secretary

Juan Amodei  
Jeff Haight  
Alan Chaney

# REPORT OF EMERGENCY MEDICAL SERVICES

I hereby submit the annual report to the Dunstable Emergency Medical Services for the year 2004:

## Members:

Barbara E. Maynard, Director	NAEMT, MREMT, DEMS, CPR-1, EMT-D, CISC
Peter Chadzynski	MREMT, DEMS, EMT-D
David Spinosa	MREMT, DEMS, EMT-D
David Wilson	MREMT, DEMS, CPR-I, EMT-D
Donna Galotta	MREMT, DEMS, EMT-D
Jeff Desmaris	MREMT, DEMS, EMT-D
Matt Nowak	MREMT, DEMS, EMT-D
Mike Schwetz	MREMT, DEMS, EMT-D
Chris Locapo	MREMT, DEMS, EMT-D, DED
Kevin Cooney	MREMT, DEMS, EMT-D, CISC
Matt Galvin	MREMT, DEMS, EMT-D
Greg Rich	MREMT, DEMS, EMT-D, DFD
Matt Cordaro	MREMT, DEMS, EMT-D
Jim Downes, III	MREMT, DPD, EMT-D
Jim Dow	1ST RESPONDER, DPD, D-F
Ben Sargent	1ST RESPONDER, DPD, D-F
Daryl Gilmore	1ST RESPONDER, DPD, D-F
Michael Lynn	1ST RESPONDER, DPD, D-F
Cory Waite	1ST RESPONDER, DPD, D-F
George Aggott	1ST RESPONDER, DPD, D-F
John Dumont	1ST RESPONDER, DPD, D-F
John Koyutis	1ST RESPONDER, DPD, D-F
Peter Russell	1ST RESPONDER, DPD, D-F
Eric Hoar	1ST RESPONDER, DPD, D-F
Dawn Ferrari	1ST RESPONDER, DFD
Wayne Cornell	1ST RESPONDER, DFD
Larry Gerossi	1ST RESPONDER, DFD
Bud Rich	1ST RESPONDER, DFD
Brien Rich	1ST RESPONDER, DFD
Gordon Davidson	1ST RESPONDER, DFD
David Barker	1ST RESPONDER, DFD
Robie Stevens	1ST RESPONDER, DFD
Dennis Hoar	1ST RESPONDER, DFD
Mark Quirbach	1ST RESPONDER, DFD
Harold Simmons	1ST RESPONDER, DFD
Charles Rich Sr.	1ST RESPONDER, DFD
Arthur Guild	1ST RESPONDER, DFD
Joan Ferrari	1ST RESPONDER, DFD
Steve West	1ST RESPONDER, DFD

NAEMT	National Association of Emergency Medical Technicians
MREMT	Massachusetts Registry of Emergency Medical Technicians
DEMS	Dunstable Emergency Medical Services
CPR-I	Cardio Pulmonary Resuscitation (CPR) Instructor
CISD	Critical Incident Stress Debriefing
EMT-D	Emergency Medical Technician - Defibrillator
DPD	Dunstable Police Department
DFD	Dunstable Fire Department

Number of Calls:   **95** (2003)   **94** (2002)   **90** (2001)

I would like to express my sincere gratitude to my fellow EMTs for their continued support and outstanding performances. This past year we’ve added three new EMT’S to our team and look forward to adding more in the future.

I would like to extend my thanks to the police and fire departments for their continued cooperation. Special thanks to Chief Jim Downs III for being our defibrillator coordinator.

As always my on going goals for 2004 will be continued recruitment and education of our Dunstable EMS members, medical coverage for special town events and public education in the areas of health and emergency first aid.

Respectively submitted,

Barbara E. Maynard,  
Dunstable EMS Director

<b>EMS Director</b>	<b>Ambulance</b>	<b>Fire Department</b>	<b>Police Department</b>
<b>649-9197</b>	<b>911</b>	<b>649-6661</b>	<b>649-7445</b>

# REPORT OF THE PLANNING BOARD

Chapter 41, Section 70 of the General Laws of Massachusetts allows for every town with a population of less than 10,000 people may create a Planning Board which shall make careful studies of the resources, possibilities and needs of the town, particularly with respect to conditions injurious to the public health or otherwise in and about rented dwellings, and make plans for the development of the municipality, with special reference to proper housing of its inhabitants.

The Dunstable Planning Board meets regularly at 7:30pm on the first and third Mondays of each month or as required.

There are 5 board members. Three board members are required to conduct regular business and four members are required for hearings.

There is an on-going legal dispute between the Nashua River Land Corporation (Plaintiff) and the Planning Board acting on behalf of the Town of Dunstable.

Plans not requiring subdivision approval .....	9
Building Permits signed .....	22
Zoning Hearings .....	1
Planning Board Rules & Regulations Hearings .....	0
Site Visits .....	4
Definitive Hearings .....	0
Preliminary Subdivision Plans approved .....	1
Subdivision Approvals .....	0
Special Permit Hearings on Backland Lots .....	1
Special Permit Hearings – Cell Tower .....	1
Scenic Road Hearings .....	8

Hearings for release of the following streets:

Kristen Lane, Jamie Road, Kimberly Lane, Adam St., Brittany Lane, Horsehill Street, and Robbins Farm Road

Respectfully submitted,

Judy Larter, Chairman  
Anne Farina, Vice President  
George Basbanes, Secretary  
Brett A. Rock, Member at Large  
W.J. Goldthwaite, Member at Large

# **REPORT OF THE BOARD OF ROAD COMMISSIONERS**

The Board continues to serve the residents of Dunstable.

This past year we were able to complete and assist other town boards with many projects. Completed projects include paving Rt. 113 from the Pepperell line up to Depot St.

The Highway Department assisted the Water Department various times throughout the year as well as snow removal at the cemetery, town pumping station, transfer station, library and Larter Field.

We also continue to replace culverts, remove roadside brush, paint lines on the main roads and repair catch basins. An attempt is made to keep the rubbish picked up along our roadsides, which seems to be an endless battle.

I would like to thank my fellow Commissioners, Ed Fahy and Michael Martin for their input and suggestions that have been helpful and instrumental in making this past year a success. As a result of our cooperation with other Town Boards, we have been able to monitor progress in subdivisions under construction as well as repair water leaks.

Respectfully submitted,

James Regan  
Chairman

# REPORT OF THE WATER COMMISSIONERS

To the Water Users and Citizens of the Town of Dunstable. Year 2004 marked an exciting year for the Water Department.

The Water Department finished work installing security fencing surrounding the well and “Drinking Water Supply” signs throughout the town. Funding for these projects was secured through a grant program.

A PH Analyzer was installed in April 2004. This DEP requirement allows the Water Department to continuously monitor, record, and report as required the PH level of our town water. A new metering recorder was installed in September.

During the Annual Town Meeting, the Moderator set up a Committee to investigate the required actions for complying with a DEP deficiency. DEP stated in their Sanitary Survey that DWD must have a secondary source capable of producing the same volumes and quality of water as the system’s primary well at all times. DEP suggested the way to do that was to do one of the following: provide an additional well, provide storage capacity equal to two average days demand, or interconnect with another public water supply system such as Pepperell. The Committee was comprised of: Kevin Welch, Anne Farina, Forrest Buzan, Dot Mastakouras, Anne Fenochetti, and Ted Gaudette. These committee members worked very hard for 5 months, at times, meeting weekly in order to present a feasible solution to the Town. The results of this committee’s work, along with recommendations from the Selectmen and Finance Committee were presented at the Special Town Meeting in October. As a result the town approved the expenditure of up to \$250,000 to put the 2<sup>nd</sup> well on-line.

Hydrants throughout the system were flushed as part of a periodic maintenance program.

The Dunstable Water Department would like to thank our own Board of Road Commissioners and their crew for coming to our aid during the year.

If you have any questions, please feel free to contact us at 978-649-4514 x230. Our office hours are: Monday & Tuesday 8:30am-2:30pm and Wednesday 8:30am-1:30pm. The Water Board meets the 4<sup>th</sup> Tuesday of the month. The public is invited.

Respectfully,

Karl Huber, Chairman  
Peter Georges, Commissioner  
David Wellington, Commissioner

# **GROTON DUNSTABLE REGIONAL SCHOOL DISTRICT SUPERINTENDENT OF SCHOOLS**

The Groton Dunstable Regional School District can report for FY04, that it continues to be an educational institution focused on the individual while striving for excellence for all. Achievement at the student and school level is strong, resulting in district-wide performance scores that are among the best in the Commonwealth.

GDRSD ranked 43<sup>rd</sup> among 373 districts and charter schools in the state for overall performance in MCAS results. This year students were tested in Mathematics, English Language Arts and Science. 98% of the Class of 2004 passed the MCAS test, required for graduation. 91% of the class continued post-secondary education after graduation. Groton Dunstable Regional High School MCAS scores ranked 37<sup>th</sup> among high schools in the state.

FY04 was a year of transitions for the District. By June, the high school faculty and students were settled in the new high school building on Chicopee Row, opened September 2003. In September of 2004, the third and final phase of the seven-year construction phase was completed with the opening of the renovated middle school north building. This \$ 15.8 million project, designed for 550 students, was immediately occupied, and along with the middle school south building is the permanent home for Groton Dunstable fifth through eighth graders.

The transition of grade five to the middle school was successful as faculty, students and parents adjusted to a longer school day for these students, with enhanced opportunities for learning. Another alteration this year was the transition of all kindergartens to the elementary schools. This changes the configuration of our schools to: Elementary Schools, grade K-4; Middle School, grade 5-8; and High School, grade 9-12.

The district also moved toward a site-based special education model. Team chairs were placed in the buildings, and teams were created to work closely with principals and parents as we addressed the needs of all students, including special needs students. In-district programs continued to expand.

The second and third years of the GDRSD strategic plan were in place in FY04. Revised at a community-wide workshop in September 2004, the district is focused on (1) Supporting the development of the whole student; (2) Providing and maintaining facilities which serve the needs of students and fulfill the district's stewardship responsibility; and (3) Retaining and supporting quality staff. The district's mission was defined: "By 2007, all students in the GDRSD will make academic progress in ALL subject areas, and will meet or exceed established academic standards in English/Language Arts and Math." All resources are aligned with these goals and that mission.

This report will be the final town report written by this superintendent of schools. I will be retiring from public education in June, 2005, and want to take this opportunity to thank the citizens of Groton and Dunstable for the support given me and our district these past eleven years. We have witnessed tremendous change in our schools and community and have made

many decisions that will affect the lives of generations to follow. I only hope that I leave the Groton Dunstable Schools in a better place than I found it, poised and ready to embrace the future.

Respectfully submitted,

Mary Athey Jennings  
Superintendent of Schools



# GROTON DUNSTABLE REGIONAL SCHOOL DISTRICT

## FINANCIAL REPORT - FISCAL YEAR 2004

The school district ended the year considerably stronger than had been projected throughout the year. Revenues ended with a slight surplus \$110,798 (+0.4%) while expenditures finished 4% below budget with a \$1,192,882.87 balance. Numerous changes throughout the year contributed to the district's surplus fund position. Among these changes were the new special education reimbursement law, "circuit breaker", lower than expected charter school costs, increased revenue from school choice, increased state aid in student transportation, and increased state and federal grant funding to highlight a few areas.

As a result of this strong financial performance, the district can reestablish a responsible excess and deficiency fund balance. An increased E&D will demonstrate financial strength to potential lenders for upcoming bond sales and provide a hedge against uncertainty in upcoming budgets.

### Revenue

At year-end, our actual revenues exceeded the budget by \$110,798 (+0.4%).

FY2004	Actual Revenue	\$28,822,434
FY2004	Revenue Budget	<u>\$28,711,636</u>
		\$ 110,798 (+0.4%)

The variances in revenues came from investment income, school transportation, SPED reimbursement, charter schools, Medicaid reimbursement and local reimbursements.

### Expenditures

The school district budget ended the year with a substantial surplus (\$1,192,882.87). Through the careful management of expenditures, prudent hiring and replacement of personnel, lower than expected charter and school choice tuitions, a change in special education tuition payments (Circuit Breaker) and the application of state and federal grants the district ended the year with a balance equal to 4% of its budget \$28,711,636.

FY2004	Budget	\$28,711,636.00
FY2004	Expenditures	<u>\$27,518,753.13</u>
		\$ 1,192,882.87

### Unaudited General Fund Balance

Total Revenues	\$28,822,434.00
Less: Total Expended	\$27,324,273.70
Less: Reserve for Encumbrance	<u>\$ 194,479.43</u>
Estimated General Fund Balance	\$ 1,303,680.87

# GROTON-DUNSTABLE REGIONAL HIGH SCHOOL

Groton-Dunstable Regional High School students, teachers, administrators, and staff are proud of both the collective and individual achievements during the 2003-04 school year.

The highlight of the school year was the students and staff moved into a well designed and technology rich new Groton-Dunstable Regional High School. Thank you again to the residents of Groton and Dunstable for providing the students of Groton and Dunstable with such a beautiful place to learn.

## **Performance Data**

Over 91% of the G.D.R.H.S. graduating class of 2004 enrolled in post secondary institutions

SAT scores for 2004: GDRHS Verbal (529) Math (561)

90% of our eligible students took the SAT's

100% of our students taking Calculus A.P. exams scored 3 or higher.

On the 2004 MCAS Tests, our students scored well above the state average and we have met Annual Yearly Progress as outlined in the No Child Left Behind Act.

Proficiency/Advanced Levels:

	<b>English /Language Arts</b>		<b>Math</b>	
2000	G.D. (67%)	State (41%)	G.D. (59%)	State (33%)
2004	G.D. (89%)	State (63%)	G.D. (86%)	State (56%)

In 2003-2004, nearly 70% of GDRHS students were Renaissance cardholders indicating successful academic achievement. One GDRHS students were named as Semi-Finalist and two students were named Commended Students in National Merit Scholarship Program. Ten GDRHS students were selected to the Central MA District Chorus and Band. Four students received All-State recommendations.

In 2003-2004, the GDRHS athletic program continued to be one of the strongest in Central Massachusetts. For the 2<sup>nd</sup> year in a row, GDRHS received the Richard A. Mulligan Award for having the highest winning percentage of all schools in the Midland-Wachusett League.

Over 40% of the Class of 2004 was enrolled in the Senior Internship Program.

## **Accomplishments 2003 - 04**

Through committees of students and staff, the high school population made a successful transition to the new Groton-Dunstable Regional High School.

Our 9<sup>th</sup> grade orientation, with the theme "Catch the Wave" proved to be a rousing success. GDRHS faculty identified four themes for 2003-2005. These included, technology, interdisciplinary curriculum, looking at student work, and advisory programs.

## **Goals for 2004 - 2005**

The lines of communication between the schools and the parents will be enhanced in a measurable manner so as to encourage optimum participation in the school community.

To increase student capacity to have a meaningful voice in determining school policy, promoting a positive school climate, and in shaping the future of GDRHS.

To enhance the integration of technology within the curriculum so as to improve student achievement

Joseph P. Dillon, Principal  
CJ Maloney, Assistant Principal  
Thomas Murray, Dean

# **GROTON-DUNSTABLE MIDDLE SCHOOL**

The Groton-Dunstable Middle School is located in two buildings with a current population of 954 students. The South building is located at 344 Main Street and the North building is located at 346 Main Street. The middle school community is currently enjoying the newly renovated high school building as well as the addition of the fifth grade to the middle school concept.

The mission of the middle school is to respond to the developmental needs of students between the ages of ten and fourteen. As a bridge between elementary and secondary school, the middle school nurtures the intellectual, social and emotional development of the middle level child. A team approach, creating smaller learning communities for staff and students, ensures continuity and consistency in educational programs. School improvement initiatives have focused on improving student performance in mathematics and the creation of a warm, safe and enthusiastic environment for learning. The middle school improvement plan also focused on a smooth transition of the fifth grade into the middle school concept in the 2004-05 school year.

## **Staff Development**

- Three full days of professional development for math teachers to establish school wide goals geared toward improving student math scores
- Ongoing curriculum work across all content areas that includes; MCAS analysis, writing across the curriculum and the establishment of power standards in science
- Half-day planning sessions for teaching staff to support professional collaboration, ensure consistent implementation of curriculum and monitoring of student learning.
- Summer professional development for faculty leaders to develop school-wide and team-based initiatives.
- English Language Arts staff trained in reading and writing workshop

## **Pro-active Educational Approach**

- Peer training in student-led conferences continuing successful program of conferences giving students a stronger voice in their own development and goals.
- Faculty trainings in neighboring schools in student led conferencing
- English Language Arts staff trained and to begin reading and writing workshops with students
- Drop Everything and Read promotes school wide learning for pleasure
- Grade 8 staff in second year of Advisor/Advisee pilot program now focused on building the concept of “Team”
- Parent Support Groups organized at all four grade levels
- “We’ll Give the Shirts off of Our Backs” theme developed to promote community service projects in the middle school
- Transition Team formed to plan a successful transition of grade 5, both staff, students, and families into the middle school

## **Student Initiatives**

- Student led assemblies every month to build school wide community
- Project Mitten service initiative raised over \$4,000.00 for the Groton Children’s fund
- School wide involvement in the Relay for Life Cancer walk

- School wide involvement in re-naming of teams with a theme of Respect and Responsibility
- School wide involvement in a very successful food drive for Loaves and Fishes

### **Parent Volunteerism**

- MSPO volunteer group organized the largest group of volunteers the middle school has ever seen.
- Organized successful “Back to School” picnic in September
- Organized family outings to the Lowell Spinners, NE Revolution and Lock Monster games
- Parent Support groups at each grade level organized to support the school
- Parents organized the Loaves and Fishes food drive and assembly
- Library, classroom, photocopying, hospitality, field trip chaperones and reading volunteers at an all time high.

### **School Improvement Plan Goals for 2004-2006**

- 1) In Mathematics we will target problem solving and critical thinking skills, resulting in measurable growth in student learning
- 2) We will continue to create a school community which promotes respectful and responsible actions by all in and an enthusiastic, engaging environment
- 3) We will monitor the successful transition of Grade 5 into the middle school community

#### **School Council Members:**

Elizabeth Raucci, Principal  
 David Ng, teacher  
 Lisa LaPierre, teacher  
 Dian Repaal, teacher  
 Karen Copland, teacher

Joe Twomey, community representative  
 David Glod, parent  
 Kim Orem, parent

## **EARLY CHILDHOOD CENTER AT BOUTWELL SCHOOL**

The Boutwell School, located in the historic district of Groton, functions as the Early Childhood Center for the school district. Boutwell provides preschool experiences for approximately 85 children. The preschool programs are integrated classrooms that support children with special needs, as well as typically developing 3-5 year olds. In this model, children play in a developmentally appropriate environment that offers them opportunities to create, explore, and engage in stimulating experiences.

Boutwell oversees the transition of young children and their families from Early Intervention programs into the public school system. Highly trained teams of teachers and specialists work with children and parents to identify needs, then develop and implement individualized educational plans. In addition, Boutwell is responsible for conducting community-wide screenings twice a year for preschool children whose parents have concerns about some aspect of their development. The entire staff at Boutwell understands and is committed to the importance of their role in introducing parents to the public school system. Emphasis is placed on communication, parental involvement, and increasing understanding of the developmental and educational needs of young children.

Bonnie Dinsmore  
Principal

# SWALLOW UNION ELEMENTARY SCHOOL

Swallow Union is located in the center of Dunstable. The Union building was dedicated in December 1895, with less than 60 students, K-9. The Swallow building opened its doors in 1963, and a connector was added in 1978. The last major renovation was completed in September 1995. We now average about 345 students in grades kindergarten through 4th.

Although Swallow Union experienced many staff changes in the fall of 2004, we continue to foster a safe and nurturing environment that allows the children to shine both academically and socially. Our dedicated staff is well trained in an array of teaching practices and continually sets high expectations for themselves and their students. Most recently they have been focusing and working diligently in the area of assessment for language arts and math.

There are several other programs that we would like to highlight. We continue to strengthen our technology capabilities by updating our equipment and offering training for our teachers. Our social competency program "Open Circle" has grown to include 11 classrooms. This year we also included the Building Assistants in the training. Open Circle teaches students how to solve problems and resolve conflicts with by using a common language. We also have dedicated a great deal of time and resources into strengthening our math program, "Investigations". Swallow Union also has created a health team, which includes teachers, school nurse, and principal. We have established a weekly "Healthy Snack Day, promoted "Family Fitness Weeks", and are piloting a "FitKids" program for our fourth graders. The goal of this team is to encourage good health and nutrition throughout the school.

We also house the students in the Applied Behavior Analysis program which is contracted through the New England Center For Children. This program is for students with special needs and has been a wonderful asset to our school.

In conjunction with the goals of the district and the School Council, Swallow Union's goals for 2005-2006 are:

1. To improve student learning by strengthening instructional practices and programs, and to use student data to assess student progress
2. To build a reading spirit throughout the school community
3. To promote friendly and open communication between school population and general community

## **2004-2005 Swallow Union Elementary School Council**

Peter Myerson – Principal  
Katie Vargeletis – Teacher  
Kathy Penney – Parent  
Scott Plausse – Parent

Kelly Brooks – Teacher  
June Coronis- Teacher  
Paula Sharpe- Parent  
Kate McNutt – Parent / APT President

## CURRICULUM AND STAFF DEVELOPMENT

This fall the district revised its strategic planning goals and now has student learning as its focal point. Action Team 1, organized around supporting the development of the whole student, and Action Team 2, directed at retaining and supporting quality staff, combined their efforts to create a new three-year strategic plan for student and staff development. Team members articulated two objectives that would focus the district's efforts:

1. To use student performance data to assess student progress; and
2. To improve student learning by strengthening instructional practices and programs

All departments, including curriculum, pupil personnel services, library/media/ technology, individual schools, as well as anticipated grants, have used the strategic plan as an integral part of their planning process.

The district has continued to address the regulations of the No Child Left Behind Act. One of these requirements is to have all teachers licensed by the Commonwealth of Massachusetts and all core academic area teachers highly qualified in the content areas they teach. The district is proud to report that in the 2003-2004 school year, 98.1% of its staff members were licensed in the area of their teaching assignment. It continues to support teachers by providing funding for professional development to maintain their highly qualified status, especially for those teachers who teach more than one content area.

Groton Dunstable received the following grants for the 2004-2005 school year: Title I, that provides math and reading remedial support at the middle school and Reading Recovery (an early reading intervention program for first graders) at the elementary level; Title IIa, that funds professional development, including a teacher induction program for staff new to the district; Title IIc, that provides funding for technology workshops at the high school; Safe and Drug Free Schools grant, that helps to support health-related programs and professional development; Title V, that provides funding for a K-5 district-wide reading assessment initiative; and a Special Education Program Improvement grant, that provides staff development for both teachers and paraprofessionals. This year private schools in the community opted not to collaborate in the planning and use of these grant funds.

Susan Rübel,  
Director of Curriculum and  
Staff Development



## **PUPIL PERSONNEL SERVICES**

The Pupil Personnel Services Department provides support services to all students in the Groton Dunstable school community. Services include health, counseling, psychological, social work, speech/language, physical therapy, occupational therapy, English as a second language and special education. The goal of student support services is to address learning needs to enhance students' access to the curriculum.

Health services are provided primarily by our nurses who work to ensure that the healthcare needs of all students are met. As the healthcare needs of students have become increasingly complex, so have the roles of nurses in the district. Nurses are placed in all schools.

The counseling staff provides individual and group counseling as well as a wide array of social skills and self management training opportunities for students from Kindergarten through high school. The focus of these programs is to help students develop a sense of self, to develop confidence in their ability to interact positively with others, to manage conflict in appropriate ways and to make positive decisions. Due to the reorganization of the Pupil Personnel Department, there is now a K-12 guidance coordinator (a full time guidance counselor who receives a stipend for the additional responsibilities) who oversees this department and coordinates all 504 activities.

Over the past two years, there has been an increasing demand for English as a second language (ESL). The proposed budget continue to provide tutorial services for those non-English speaking students.

Special Education services are mandated to provide specialized instruction by both the federal and state government for students with disabilities from ages three to twenty-two. The Groton Dunstable school community strives to meet regulations and mandates in ways that are student-centered, individualized, effective, and cost-efficient. Related services include speech and language therapy, occupational therapy, physical therapy and behavioral consult and are provided directly and/or in consultation. Very often, these specialists collaborate with their colleagues in how to best implement specific techniques for students.

To effectively implement special education services, each school building has a TEAM Leader. The TEAM Leader coordinates the IEP process, serves as a resource to all staff, and collaborates with all school staff to ensure student progress.

The District provides specialized programs and services for students with autism. These students receive services both in the regular education setting and in the special education classroom.

The major goal of the Pupil Personnel Services Department for the next year will be to continue to expand inclusive practices that are educationally sound, effective and cost-efficient. A major focus of that work will be to develop occupational, pre-vocational, and vocational opportunities for our most complex learners at the middle and high school and to improve communication between schools transitioning students.

Joan Endicott  
Director of Pupil Personnel Services

## **GREATER LOWELL TECHNICAL HIGH SCHOOL DISTRICT**

The Greater Lowell Technical High School Committee meets in the Administrative Office (Room 2260), 250 Pawtucket Boulevard, Tyngsborough, Massachusetts. Meetings are public and district residents are welcome to attend. Regular meetings are videotaped and copies are made available to district communities for rebroadcast on local access cable television stations.

At the January 2004 meeting of the Greater Lowell Technical School Committee focused on a number of important issues. Chair Dennis J. Deeb, II distributed a copy of a CORI policy example to Board members for review. The Board began discussing the possibility of updating the school's current CORI policy.

On the recommendation by Superintendent James Cassin, the Board approved the updated School Admission policy.

The school committee formed a new Building Expansion sub-committee to explore matters surrounding the size and space of the existing facility.

School Business Administrator George Garabedian gave the Board a review of the school's year-to-date budget. Also, the Board named Mr. Garabedian as the Chief Procurement Officer.

The Board began discussions regarding the process of updating the school's HVAC system.

The Board approved the new "Click It or Ticket" signs produced by students in Metal Fabrication and designed by Graphic Communication students. The committee requested the signs be posted at the back and front entrances and exits of the school.

At the February 2004 meeting of the Greater Lowell Technical School Committee, Superintendent Cassin read the names of the GLTHS Marketing students who won awards at the District 6 Distributive Education Clubs of America (DECA) competition; the students continue on to the state DECA competition. Mr. Cassin also submitted the annual report for approval of the Board. Superintendent Cassin finished his report to the Board by sharing a letter from GLTHS Auto instructor John Sheehan, who is currently serving in Iraq.

Director of Curriculum and Instruction Kathy Conole gave an update on MCAS results and appeals. Ms. Conole informed the Board that the Class of 2004's passing rate was at 90%. She was confident the number would increase by the end of the 2003/2004 school year due to tutoring designed to prepare students for MCAS retake tests and the appeals process.

The Board presented a Class of 2003 student, who recently passed the MCAS test with her diploma. They also recognized senior Allen Davis for winning the local "Voice of Democracy" award.

School Business Administrator George Garabedian discussed the recently released FY05 Governor's budget. As a result, the Board spoke about the transportation line item and the

impact the proposed reimbursement figures would have on the overall school budget. The Board also addressed the issue of the Governor's plan to revamp the state's higher education scholarship policy (John and Abigail Adams Scholarship.) Mr. O'Hare of Lowell expressed his concern over the proposal to offer students finishing in the top 25% of graduating seniors free tuition to UMass schools. He believed this change in policy would unfairly match technical school students against students from comprehensive high schools, putting the technical students at a great disadvantage in the scholarship process. Mr. O'Hare recommended the Board send a letter to the Governor and the Department of Education conveying their concerns.

Student representative to the Board informed members of the positive feedback from the student body regarding the financial aid night hosted by Greater Lowell.

Teacher contract negotiations continued at the February meeting. Greater Lowell Teachers' Organization President John Taylor addressed the Board on teacher contract matters.

At the March 2004 meeting of the Greater Lowell Technical School Committee, Superintendent Cassin reported to the Board of the possibility of eliminating Project Glass due to potential budget cuts. The Superintendent updated the Board on possible sites for a Wall of Fame/Distinguished Alumni.

Board members once again brought up the issue of the matter of the John and Abigail Adams Scholarship. A motion was made to send letters to the school district's state representatives and state senators.

School Business Administrator George Garabedian introduced two representatives from the auditing firm of Melanson Heath. The representatives reviewed their FY03 audit findings with the Board.

Student representative informed the Board that history instructor Liz Bennett organized an event to commemorate Women in History month. Guest speaker State Representative Colleen Garry of Dracut spoke to social study classes on her experiences in the House of Representatives and as a female in the world of politics. The student also mentioned the accomplishments of senior Crystal Burgess, who was named to the 2004 Sports Tour USA Basketball team.

Committee Chair Dennis J. Deeb, II was recognized by his colleagues for being named in "Who's Who Among American Teachers" for his work at Reading Memorial High School.

At the April 2004 meeting of the Greater Lowell Technical School Committee, the Board requested that Superintendent Cassin coordinate informational meetings with municipal leaders of the district's communities and representatives from the Department of Education to discuss the assessment matters. The purpose of the meetings was to give local communities a better explanation and understanding of the assessment formulas. School Board representative Brian Martin of Dracut relayed information from Representative Colleen Garry concerning the transportation reimbursement.

At a special April 2004 meeting of the Greater Lowell Technical School Committee, the Board approved the FY05 Budget in the amount of \$24,809,137.

At the May 2004 meeting of the Greater Lowell Technical School Committee, Director of Curriculum and Instruction Kathy Conole and Cosmetology instructor John Taylor presented the 2004/2005 School Improvement Plan. Ms. Conole also updated the Board on MCAS results. She reported that the Class of 2004 had a 95% passing rate on the MCAS and the Class of 2005 results showed that 87% of the students passed the MCAS in their junior year.

Math instructor Herb Raistrick reported to the Board that the 2004 Greater Lowell Technical High School Scholarship Golf Tournament made a profit of approximately \$17,000. He reminded the Board that all monies collected go directly to scholarships.

School Business Administrator George Garabedian discussed state budget matters regarding transportation reimbursement and updates on the HVAC upgrade process.

Mr. Martin of Dracut recommended forming a Transportation sub-committee to discuss transportation initiatives similar to health trusts, in an effort to save money.

Attorney Edward Morris informed the Board that he was in possession of a completed teachers' contract and asked the Board to vote on ratification of the new contract. The Board voted to accept the new teachers' contract.

Student representative to the school Board updated the committee on the senior awards ceremony and the science fair. The 2004/2005 student representative, Andrea Thompson was introduced to the Board.

At the June 2004 meeting of the Greater Lowell Technical School Committee, the Board named Mary Jo Santoro the Interim Assistant Superintendent/Principal. Ms. Santoro was the acting Assistant Superintendent for the majority of the 2003/2004 school year. Mr. Martin of Dracut updated his colleagues on matters relating to the Transportation sub-committee.

Superintendent Cassin gave a brief review of the recent CORI policy meeting and where the sub-committee was in the process. He informed the Board that he is awaiting information from attorney Arthur Sullivan regarding legal matters.

Director of Curriculum and Instruction Ms. Kathy Conole and Dean of Discipline Mr. David Murphy presented the 2004/2005 Teacher Handbook and Student Handbook to the Board.

The Greater Lowell School Committee did not meet during the month of July.

At the August 2004 meeting of the Greater Lowell Technical School Committee, Superintendent Cassin introduced the new Interim Special Education Director, Ms. Jill Davis. He also introduced the new Physical Education and Social Studies Cluster Chair, Ms. Patricia McGuirk.

The Board accepted two generous equipment donations by local companies. First, G.S. Blodgett donated two ovens worth approximately \$16,764 to the Culinary program. Secondly, the Mitre Corporation donated a "Strippit" machine worth nearly \$80,000 to the Machine Technology department.

Attorney Arthur Sullivan presented the Board with a final draft of the new CORI policy.

School Business Administrator Mr. Garabedian reviewed the revised FY05 Budget with committee members.

At the September 2004 meeting of the Greater Lowell Technical School Committee, the Board made minor changes to the new CORI policy.

School Business Administrator George Garabedian gave an up-to-date budget report. Mr. Garabedian distributed a report on the gas conversion process as a result of the Alternative Energy sub-committee meeting.

At the October 2004 meeting of the Greater Lowell Technical School Committee, the Board presented a Class of 2004 student with a diploma from Greater Lowell Technical High School. The student did not receive the degree with classmates at the June 2004 graduation ceremony due to MCAS scores. By continuing to work with students even after they leave school, the student was able to pass the MCAS requirement and receive a diploma.

The Board accepted the new CORI policy and made a motion to insert the new language in the policy manual as section 5995.

Board member David Laferriere of Lowell gave a report of the Alternative Energy sub-committee.

School Business Administrator George Garabedian informed the committee that bids for the gas conversion project were higher than expected and asked to re-bid the project.

Director of Curriculum and Instruction Kathy Conole gave a presentation on MCAS and the Department of Education's plans for new state academic measurements. The Board asked Ms. Conole to report back to the committee on MCAS/AYP requirements.

At the November 2004 meeting of the Greater Lowell Technical School Committee, Mr. David Tully of Dunstable thanked Construction Cluster Chair William Traill for the Carpentry and Painting and Decorating students' assistance in building new voting booths for the Town of Dunstable.

Mr. Michael Hayden of Lowell reported to the Board of the Personnel sub-committee's recommendation to approve the legal counsel, the labor counsel, and the district treasurer's contracts.

Mr. George O'Hare of Lowell made a motion that the school district pay to instructor Stacey O'Keefe, who is serving in Iraq, the difference in salary between her instructor's salary and her military pay. The Board agreed.

Superintendent James Cassin discussed the recent Advisory Dinner hosted by Greater Lowell Technical High School. The event is run by the Cooperative Education Director Paul Siopes and Director of Technical Studies Robert Lussier. Mr. Cassin explained that the dinner is a way

to get members of Technical Advisory Committees together. The committees play a major role in making the education/industry partnership a success. Advisory Committees represent each of the school's twenty three technical programs. The committees are comprised of representatives from industry, technical administrators, teaching staff, along with parent and student representatives. They meet to discuss matters such as technical knowledge, technical skill sets, skill applications, instructional resources and equipment, as well as local employment needs and how Greater Lowell can play a role in fulfilling those needs.

Mr. Cassin informed the Board that included in their informational packet for the night's meeting is Ms. Conole's AYP report.

School Business Administrator George Garabedian distributed a memo to Board members outlining a timetable for the upcoming budget process.

At the December 2004 meeting of the Greater Lowell Technical School Committee, Superintendent Cassin presented the Board with the 2005/2006 Program of Studies. The Board approved the program.

Assistant Superintendent/Principal Mary Jo Santoro gave a presentation on the upcoming Tier II evaluation scheduled for January 2005.

Director of Guidance Manny Manolopoulos gave a report on the recent Open House held at Greater Lowell and the annual 8<sup>th</sup> grade visits by local school systems within our district. Approximately 2,000 people attended the October Open House for the general public. Mr. Manolopoulos estimated that 1,800 8<sup>th</sup> grade students visited the school during the two-week program. He also informed the Board that the school received 1,041 admission applications from potential candidates.

### **Community Involvement, Outreach, and Activities**

#### *New Hires*

A total of three instructors began the new school year. Mr. Ricardo Hernandez was hired as a Title I Paraprofessional. Ms. Marianne McKenna was hired to the position of Job Share Information Technology instructor. Mr. Adam Dowling was hired as a Physical Education instructor.

#### *MCAS*

Greater Lowell Technical High School students continued to improve with the Massachusetts Comprehensive Assessment System. The Class of 2004 finished with a 95% passing rate. With eleven additional students passing the November MCAS retest, 91% of the Class of 2005 are eligible to receive their diplomas at the June graduation ceremony. In regards to the Class of 2006, 78% of Greater Lowell's students already passed both exams.

#### *Technical Advisory Dinner and Co-op Program*

The Technical Advisory Dinner for members of the Advisory Committees was held in October. Technical Advisory Committees play a major role in making the education/industry partnership a success. Advisory Committees represent each of the school's twenty three technical

programs. The committees are comprised of representatives from industry, technical administrators, teaching staff, along with parent and student representatives. They meet to discuss matters such as technical knowledge, technical skill sets, skill applications, instructional resources and equipment, as well as local employment needs and how Greater Lowell can play a role in fulfilling those needs.

The Cooperative Education program is another example of how local education and industry experts work together as they plan for the future. The program is mutually beneficial for the student, employer and school. This year, Co-op will match approximately 200 students with local businesses, giving students invaluable hands-on real work experience. The employer gains an opportunity to participate in the professional development of a potential future employee. The school gains an out of classroom learning laboratory and training partner that provides knowledge and insight about how a business operates.

### *Beach Clean-up*

Students from Greater Lowell Tech participated in the beach cleanup project called COASTSWEEP. The state-wide project is sponsored by Massachusetts Office of Coastal Zone Management, along with Urban Harbors Institute of UMass Boston. COASTSWEEP kicked off its 16<sup>th</sup> year on September 25, 2004. Greater Lowell science instructor Deborah Gustafson and GLTHS students joined the almost 4,000 volunteers who cleaned 130 locations, covering 184 miles of shoreline in Massachusetts. Ms. Gustafson's class contributed to the effort by adopting Wingersheek Beach in Gloucester, MA for the day.

### *Open House*

Greater Lowell Technical High School hosted two Parents' Night/Open House in 2004. The first Parents' Night/Open House occurred on Wednesday, April 28, 2004 from 7:00 p.m. to 9:00 p.m. Greater Lowell hosted the second Parents' Night/Open House on Wednesday, November 17, 2004. The fall event is the first of the school year and attracts the most visitors. Almost 2,000 parents and students visited Greater Lowell Technical High School's fall Open House. Some of the highlights of the night featured technical and academic displays located in the Marketing Education Mall area. Director of Guidance, Manny Manolopoulos and Director of Curriculum, Kathy Conole assisted parents with enrollment and academic questions. Students and their parents were invited to learn more about the Technical and Academic Programs by speaking with teachers located in the M.E. Mall, shops and classrooms. Guests visited shops such as Automotive Technology, Construction, Graphic Communications/Information Technology and the Artisan Restaurant and Function Room of the Culinary Arts Program.

### *SkillsUSA*

During the 30<sup>th</sup> Annual State Leadership and Skills Conference held April 30- May 2 at the Best Western in Marlboro, MA, sixteen of our students won medals. Also, Junior Gabriella Flint was elected by her peers to serve as a State Officer for the 2004/2005 school year. GLTHS students won eight gold medals and eight additional silver/bronze medals. In the category of Techspo Display, all five of the Greater Lowell's entries received ribbons of excellence.

**Gold**

Jennifer Reid  
 Jessica Costa  
 Tabitha Trigones  
 Hannah Flint  
 Sheila Crocco  
 Renee Boisvert  
 Jared Langlais  
 Jon Desrochers

**Category**

Job Skill Demonstration (B)  
 Nail Care  
 Nail Care (model)  
 Extemporaneous Speech  
 Job Interview  
 Chapter Display  
 Chapter Display  
 Chapter Display

**Silver**

Ryan Quintal  
 Allen Davis  
 Melane Cunha  
 Kristal Pelham

**Category**

Promotional Bulletin  
 Principles of Technology  
 Nail Care  
 Nail Care (model)

**Bronze**

Shanna Keene  
 Amber Quirback  
 Kayla Cantres  
 Christina Bolivar

**Category**

Cosmetology (under 500 hours)  
 Cosmetology (under 500 hours)  
 Job Skill Demonstration (traditional)  
 Job Skill Demonstration (traditional)

Members of SkillsUSA volunteered at “Hagan’s House of Horror” raising over \$5,000 for the charitable organization Paul Center.

***DECA***

Students from the Distributive Education Clubs of America participated in the annual Simon’s Evening of Giving charity event. The students sold tickets which allowed patrons to shop after regular mall hours. Proceeds from the ticket sales benefited the Simons Youth Charitable Foundation.

***Student Council***

Greater Lowell Technical High School’s Student Council was recognized by the Massachusetts Association of Student Councils as an Outstanding Technical Student Council. Student Council efforts include a coat drive for the Salvation Army and April fund-raising drive for Lowell’s House of Hope. They also coordinated a drive with the freshman, sophomore, junior and senior classes for personal items to benefit the House of Hope. The Student Council developed a “Student Council Leadership Academy” for Greater Lowell Students. Approximately 150 students attend the academy, where they are trained to become the leaders of tomorrow.

***National Technical Honor Society***

Greater Lowell Technical High School inducted eleven seniors and ten juniors into the National Technical Honor Society at the spring 2004 induction ceremony. The National Technical Honor Society honors student achievement and leadership, promotes educational excellence and enhances career opportunities for the NTHS membership. NTHS is the leader in providing recognition for excellence in career and technical education and creating significant opportunities for America’s top workforce education students.



### *Automotive Programs*

The Automotive programs worked on a number of community projects including the painting of a fire truck for the Town of Dracut, a fire truck and police car for the City of Lowell, and a car for the Tyngsborough police department.

### *Construction Programs*

98 seniors from the Construction cluster attended an OSHA training program.

Students from the Carpentry shop participated in a number of community activities during 2004. They took an active roll in the City of Lowell's City of Lights Parade and Lowell's Winterfest events. Carpentry students constructed an award winning float for the City of Lights Parade and assisted with set-up and breakdown of the Winterfest. Students constructed new voting booths, including a handicapped accessible booth for the Town of Dunstable. The students also worked on smaller individual projects such as the construction of highly specialized furniture for a disabled youth.

The Masonry students assisted with the construction of dugouts for the senior league field at Lowell's Shedd Park. Working with volunteers from the Shedd Park Senior League, Greater Lowell students used their masonry skills and helped construct major league style dugouts. Students also competed in the annual Massachusetts Trowel competition.

The Painting and Decorating students excelled at the Painting and Decorating Contractors of America, New England Council trade show.

Students and instructors attended the National Plumbing, Heating, and Cooling Contractors trade show in Boston.

### *Hospitality, Marketing, and Personal Service Programs*

The Culinary program experienced heavy activity with community involvement. The program continued their excellent record of community outreach by hosting many local organizations for lunch at the student-run Artisan Restaurant. Nursing home residents from Palm Manor, Castle Hill, Fairhaven, D'Youville Manor, and many other local nursing facilities enjoyed the Artisan's cuisine on a monthly basis. Approximately 75 local veterans from the Veteran's Community Care Center attended a special luncheon. The Culinary department also assisted the Salvation Army with their annual Thanksgiving dinner. The students found time in their busy schedules to prepare food for events hosted by charitable organizations such as Camp Paul. They lent their culinary expertise to the Dunstable Winterfest event as well. The students prepared "care packages" for GLTHS instructors serving in Iraq.

On Friday, December 17, 2004 Fashion Technology presented over 80 pieces of children's clothing to Merrimack Valley Legal Services and the Chelmsford Food Pantry. The clothing was donated by Robert and Ingrid Drucker from Westwood, who own a wholesale clothing company. Twice a year stores such as Filenes and Macy's send buyers to view the clothing lines for the upcoming season. The garment industry "marks" the demonstration lines by cutting out a piece of the fabric, designating the clothing as samples. Except for the "marking", the clothing is perfectly fine. Not sure where to get the clothes mended, Merrimack Valley Legal Services turned to Greater Lowell Technical High School. Fashion Tech students enthusiastically

agreed to take on the project and repair the garments. The Fashion Tech students volunteered their services to the Dracut Pop Warner program and worked on the kids uniforms.

Fashion Tech students provided sewing and mending services to residents at Lowell Housing Authority's Archambault Towers complex.

The Cosmetology students visited the Lowell Housing Authority's Francis Gate House complex once a month to provide hair and cosmetic services to senior living at FGH.

### *Metal Fabrication*

Students from Metal Fabrication joined with students from the Painting and Decorating program to construct a metal awning for the Tyngsborough Police Department.

### *CADD*

Computer Aided Drafting Design students assisted many local residents with home addition plans and blueprints. They also assisted the Masonry students in the design phase of the Shedd Park dugout project.

### *Adult Post-Secondary Programs*

The Practical Nursing program graduated 73 individuals with Licensed Practical Nurse diploma in July 2004.

In the Certificate program, students were offered a variety of 49-week, part-time post-secondary certificate programs with 700 hours in the classroom and laboratory and 200 hours of externship experience. The Adult Post-Secondary program offered career counseling, career development and assistance with job placement to graduates.

In addition to the Practical Nursing and Certificate programs, the APS held a variety of classes for those interested in improving job skill, changing careers or simply pursuing a leisure-time interest.

### *Graphic Communications*

Graphic students produced many community related materials for events and organizations during the past year. The students designed t-shirts and printed materials for the 2004 Earth Day Fair sponsored by the Massachusetts Department of Environmental Management.

Their skills were put to use for the Lowell Folk Festival committee, printing a cookbook with the recipes of ethnic dishes served at the 2004 Folk Festival.

The Graphic students worked with Lowell's Centralville Neighborhood Action Group on many neighborhood beautification efforts. For example, a silhouette art project on the winter weather barriers for Lowell's Ouellette Bridge.

Seven Graphic students participated in the 54<sup>th</sup> annual Boston Globe Scholastic Art competition. There were twelve categories of artwork including, animation, ceramics and glass, computer art, design, digital imagery, drawing, mixed media, painting, photography, printmaking,

sculpture and video and film. The competition is open to art students in all public, private and parochial schools in Massachusetts, grades 7 through 12. More than 3,400 students participated in the competition and only 145 Gold Keys, 321 Silver Keys and 540 Honorable Mentions were awarded. GLTHS students won a total of nine awards at the show.

The Graphic Communications program at Greater Lowell Technical High School hosted a fourth grade class from the Pawtucketville Memorial School in Lowell. The visit was part of the Books Are Alive! Literacy Outreach Program, a national program designed to reinforce basic reading and writing skills and cultivate a love for books among children. Graphic students described the commercial art, the desktop publishing, the printing, and web development programs offered at the school. They discussed the importance of reading, writing and printing and how graphics relates to their everyday lives outside of school. Next, the 4<sup>th</sup> graders toured the desktop publishing, commercial art and the printing areas of the graphics shop. The Greater Lowell guides explained to the students the roles each shop plays in producing a book or printed material.

Graphics designed and printed all tickets for events sponsored by the Dracut Council on Aging. They also produced the Annual \_ Way to St. Patrick’s Day Scholarship program, where all proceeds go to student scholarships.

*Government Relations*

Greater Lowell reached out to many local, state and federal elected officials in an effort to highlight student achievements and successes in 2004. Lowell City Councilor Rita Mercier and Dracut State Representative Colleen Garry spoke to history students on their experiences in politics and how government works. U.S. Representative Martin T. Meehan (D-Lowell) addressed over 500 students on issues facing the United States. Greater Lowell hosted a delegation of state representatives, including former Speaker of the House Thomas M. Finneran for a tour of the building.

Greater Lowell Technical High School hosted the annual municipal dinner for leaders in local government. The event was held at the GLTHS Artisan Restaurant on Thursday, September 30, 2004. Over fifty representatives from many different levels of government attended the function. The night’s event was kicked-off by Greater Lowell School Committee Chair Janice Kierce of Tyngsborough, followed by a welcome and overview from Superintendent-Director James Cassin. The program included presentations by School Business Administrator George Garabedian regarding finances, academic programs by Director of Curriculum and Instruction Kathleen Conole, technical programs by Director of Technical Studies, Robert Lussier, and the admissions policy by Director of Guidance Emanuel Manolopoulos.

**Greater Lowell School Committee Members**

Michael Hayden, Lowell .....	2005	George O’Hare, Lowell .....	2005
David Laferriere, Lowell .....	2007	Michael Lenzi, Lowell .....	2007
Brian Martin, Dracut .....	2005	D.J. Deeb, Dracut .....	2006
Janice Kierce, Tyngsboro .....	2006	David Tully, Dunstable .....	2006

James M. Cassin  
Superintendent-Director

## **PETER TWOMEY YOUTH CENTER**

The Peter Twomey Youth Center (PTYC) is located on the main campus of the Groton Dunstable Regional Schools, behind the Groton Dunstable Regional Middle School North building. This facility continues to enjoy a unique partnership between the School District and the Community groups who use the facility.

The PTYC is the Groton base for the School District's Extended Day Program which runs a Before School program (located in the cafeteria of the Florence Roche Elementary School), a Mid Day program for Pre-K and Kindergarten students enrolled in a 1/2 day program and an After School Program for students enrolled in Kindergarten through 8th Grade. In September 2004, the Extended Day Program expanded to include students attending the Swallow Union School. This Program has dedicated space in the Union Building and is available for students enrolled in Kindergarten through 5th grade.

No matter what the location, the Extended Day Program is committed to providing academic support, supervised peer socialization and organized activities within a safe and nurturing environment for the over 200 students enrolled in the various programs.

The Extended Day Program offers a Summer Day Camp for children enrolled in grades K- 8th. This Camp is located at the PTYC and runs from the last Monday June until the third Friday in August. Swimming, field trips and activities are planned weekly during the summer and allows children the opportunity for supervised play.

The PTYC is also the base for the Groton Dunstable Community Education Programs which consists of the Children's Enrichment Programs and the Adult Education Programs. The Children's Enrichment Programs offers after school classes to students within the District twice a year, for 6 weeks in the Fall and 6 weeks in the Winter. The Adult Education classes are held throughout the District and are also offered twice a year, once in the Fall and again in the Spring for 8 weeks each.

In the evening and on weekends the PTYC is open for Community use, and is utilized for a wide variety of events from sports activities in the gym to classes and meetings in the rooms. The PTYC is used and supported by Groton Dunstable Youth Basketball, Groton Dunstable Youth Soccer, Groton Dunstable Youth Softball and Groton Baseball.

Karen Tuomi,  
Director

# GROTON DUNSTABLE ALLIANCE FOR YOUTH

## Partners in Prevention and Education

### *What is the Groton Dunstable Alliance for Youth?*

The Groton Dunstable Alliance for Youth, or GDAY, is a group of community representatives that work collaboratively to support our communities' youth. We are parents, youth, local government, police, school representatives, school committee, clergy, youth center staff, local media, and counselors.

### *What is our mission?*

The Groton Dunstable Alliance for Youth is dedicated to promoting a community that is supportive of safe, healthy, and respectful behavior. We are committed to reducing high-risk behavior in our communities.

We believe that by creating a community that is supportive of safe, healthy, and respectful behavior, we can significantly reduce high-risk decisions and their associated consequences. We believe that a healthy community will also address the diverse needs of all its youth, reinforcing their value to the community.

Our goal is to see sustained reductions in alcohol, tobacco, and other drug use, as well as reductions in related problems such as violence, harassment, and suicide.

### *What types of programs do we do?*

During the past year, GDAY has accomplished the following programs and initiatives, many of which will continue into the upcoming year.

- Coordinated the *Community Circle* program; a series of forums addressing issues such as nurturing healthy families, developing friendships, social host liability, and creating healthy body images.
- Developed and coordinated a Half-Day Initiative in collaboration with local agencies and parent groups to promote and support safe activities for GDRSD students on early release days.
- Implemented a prom and graduation safety program for students and parents, promoting an alcohol use prevention message to students and a social host liability message to parents.
- Coordinated a fundraiser creating a courtyard at the site of the new high school.
- Acquired grant funding for programs in the school district, including the School Store in the Groton Dunstable Regional High School
- Designed and distributed wallet cards listing local resources for assistance to all students in grades 7-12
- Co sponsored *Community Reading Day* in all elementary classrooms and provide books that address themes of community building and respect.
- Coordinated a mentoring program in the school district in partnership with Big Brother Big Sister of Greater Lowell.
- Ran a *Spotlight on Youth* article in local papers featuring programs and initiatives coordinated by local youth.

- Coordinated *GDAY DAYS* in the Middle School — mini health fairs on issues related to emotional health, respect and civility, and substance use prevention.
- Continued to provide the *Red Flags* curriculum to educate students about youth depression — signs, symptoms, where to go for assistance. The curriculum is integrated into all 7<sup>th</sup> grade wellness classes.
- Distributed pamphlets on varied topics such as alcohol and other drug use, harassment, and youth depression to provide information on the topics and referral information to be distributed in the community.
- Developed and distributed a list of area activities for children and teens made available in schools and public buildings.

*Want to get involved?*

If you are interested getting involved or learning more about GDAY, contact the Groton Dunstable Regional High School or any of the following members of the GDAY Steering Committee. Please join us!

Dr. Judy Robinson, Coordinator, Groton Dunstable Regional School District,  
978-448-6362, x1132

Vacant, Treasurer

Anne Bradley, Representative to Steering Committee, Alcohol, Tobacco, & Other Drug Committee

Jane Cooper, Chair, Emotional Health Committee

Celia Silinonte, Chairs, Respect Committee

Jackie Maguire, Chair, Communications Committee

Kerrie Beaton, Member-at-Large, Students

Joe Dillon, Member-at-Large, Schools

Dr. Steven Liljegren & Penny Hommeyer, Member-at-Large, Community

Vacant, K-5 Liaison

Donations are welcome. Please mail any contributions to GDAY, Box 328, Groton, Massachusetts 01450. Donations are tax deductible. Thank you!

## REPORT OF THE SUMMER CONCERT COMMITTEE

2004 was our third year holding weekly concerts on the town common. The 2004 concert series was increased from six concerts to eight concerts. The summer concert series began on Wednesday, June 23 and ran through August 11. We would like to thank the Recreation Dept. for funding two concerts, The Templetons and the Hey Goods, the Parkhurst Lecture Fund for funding the All Thumbs Band, the friends of the Dunstable Library for funding Ben Rudnick and Friends and the Dunstable Cultural Council for funding The Old Enuff to Know Better Band and Yankee Notions.

We would like to also thank the following business supporters: DS Graphics, and the Pallis family, Frank King of Action King Services, Market Basket and ShaM in Nashua, Donelan's of Pepperell and Trader Joe's in Tyngsboro.

With the support of volunteers we were able to offer refreshment each night, the ice cream social became very popular. The Dunstable Pre School was present selling popcorn and the Men's Group from the church cooked up some tasty burgers and hot dogs. Of the eight concerts only one had to be moved to the town hall because of rain. The concert series has proven to be a very successful family event.

In order to raise other funds for future concerts, we sold Dunstable T-shirts. In case you didn't get one we still have some available.

Respectfully Submitted,

Paul Debreceeni  
Susan Tully  
Jean McKenny  
Diana Scudder

Insert Budget Pages Here



**SPECIAL TOWN MEETING  
TOWN WARRANT  
COMMONWEALTH OF MASSACHUSETTS**

Middlesex ss.

To either of the Constables of the Town of Dunstable in the County of Middlesex:

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and Town Affairs, to meet at the Swallow School in said Dunstable, on Monday the 9th of May 2005, at 7:05pm in the evening, then and there to act on the following articles.

**ARTICLE 1.** To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of One Hundred Fifty Thousand (\$150,000.00) Dollars, or any other sum, to defray the excess expenditures, as authorized for Snow Removal in accordance with Chapter 44 Section 31D of Massachusetts General Laws, in addition to those costs defrayed by the appropriation voted under Article 2 of the Annual Town Meeting of May 10, 2004, or take any action in relation thereto.

**ARTICLE 2.** To see if the Town will vote to pay any unpaid bills, or take any action in relation thereto.

And you are hereby directed to serve this warrant, by posting attested copies thereof, one at the Post Office and one at the Town Hall in said Dunstable fourteen days at least before the time of holding such Town Meeting.

**HEREOF FAIL NOT,** and make due return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting as aforesaid.

Given under our hands this 19th day of April in the year of our Lord, two thousand and five.

Robert F. Nelson  
Susan K. Psaledakis  
Ted Gaudette

I have served this warrant by posting attested copies thereof, one at the Post Office and one at the Town Hall \_\_\_\_\_ days before said meeting.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Constable

# **ANNUAL TOWN MEETING TOWN WARRANT COMMONWEALTH OF MASSACHUSETTS**

Middlesex ss.

To either of the Constables of the Town of Dunstable in the County of Middlesex:

Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby directed to notify and warn the inhabitants of said Town, qualified to vote in elections and Town Affairs, to meet at the Swallow School in said Dunstable, on Monday the 9th of May 2005, at seven o'clock in the evening, then and there to act on the following articles.

**ARTICLE 1.** To consider and act on the printed reports of several Town Officers and Committees.

**ARTICLE 2.** To see what sum or sums the Town will vote to raise and appropriate to defray the expenses for the Town, to fix Salary & Compensation for all elected and appointed Town Officers, or take any action in relation thereto.

**ARTICLE 3.** To see if the Town will vote to have the Selectmen appoint for a term of one year, one Pound Keeper, two Fence Viewers, two Field Drivers, and three Surveyors of Lumber, or take any action in relation thereto.

**ARTICLE 4.** To see if the Town will vote to accept any Gifts or Trust Funds, which may be offered under any condition, or take any action in relation thereto.

**ARTICLE 5.** To see if the Town will vote to hear reports of any Committees appointed at any previous Town Meeting, or take any action in relation thereto.

**ARTICLE 6.** To see if the Town will vote to pay any unpaid bills of 2004, or take any action in relation thereto.

**ARTICLE 7.** To see if the Town will accept the provisions of Chapter 41, Section 108P, which allows for additional compensation to be paid to the Tax Collector/Treasurer upon certification by the Massachusetts Treasurers and Collectors Association as a certified Massachusetts Treasurer and Collector and to further raise and appropriate the sum of money, not to exceed \$1,000.00 to provide such additional compensation, or take any action relative thereto or thereon.

**ARTICLE 8.** To see if the Town will vote to accept Chapter 41 of Massachusetts General Laws, Section 19K, which allows for additional compensation to be paid to the Town Clerk upon certification by the Massachusetts Town Clerk Association, and to further raise and appropriate the sum of money, not to exceed \$1,000.00 to provide such additional compensation, or take any action relative thereto or thereon.

**ARTICLE 9.** To see if the Town will vote to adopt Section 491, of the acts of 2004, an act allowing municipalities to establish a Municipal Affordable Housing Trust Fund, or take any action in relation thereto.

**ARTICLE 10.** To see if the Town will vote to raise and appropriate or transfer from available funds, or borrow the sum of Three Hundred Thousand (\$300,000.00) Dollars, or any other amount for the acquisition by purchase or lease of a pumper truck for the Fire Department, equipped, along with various communications equipment, or take any action in relation thereto.

**ARTICLE 11.** To see if the Town will vote to authorize the Fire Chief to dispose of by public auction and/or salvage a 1979 Ford F800 pumper known as “Engine 1” upon delivery of a new pumper, as provided in the preceding article, or take any action in relation thereto.

**ARTICLE 12.** To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of Ninety Thousand Seven Hundred Nineteen Dollars (\$90,719.00) or any other amount, for the purchase of a records management system for the Police Department, or take any action in relation thereto.

**ARTICLE 13.** To see if the Town will vote to amend the Zoning Bylaw of the Town of Dunstable in Section 13, as follows:

(A) by adding in subsection 13.1., following the word “others,” in the first line, the phrase, “excepting temporary signs as provided in Subsection 13.6.,” so that the revised text reads:

“13.1. In Residence Districts, the following exterior signs, and no others, excepting temporary signs as provided in Subsection 13.6., are permitted: [etc.]”

(B) by adding in subsection 13.2., following the word “others,” in the first line, the phrase, “excepting temporary signs as provided in Subsection 13.6.,” so that the revised text reads:

“13.2. In any Business District, the following exterior signs, and no others, excepting temporary signs as provided in Subsection 13.6., are permitted, provided they pertain to the business conducted on the premises: [etc.]”

(C) by adding after existing Subsection 13.5., the following Subsection:

“13.6. In all districts, notwithstanding the foregoing provisions, temporary signs may be erected and displayed provided they meet the following requirements:

(a) They may only be employed for temporary purposes in order to give notice of special or community events, local occasional sales of goods of a non-recurring nature such as yard sales, or occasional events of a similar nature.

(b) Temporary signs on private property shall require the permission of the owner.

(c) Temporary signs within public ways shall not be attached to trees, utility poles or fences, nor shall they obstruct necessary sight lines .

- (d) Signs noticing specific events may be displayed no earlier than twenty-one days prior to the commencement of the event and shall be removed forthwith following the event, not to exceed five calendar days.
- (e) Signs such as banner signs erected over public ways in the town shall first be approved as to content upon application to the Board of Selectmen (which approval shall not be unreasonably refused), and shall be subject to further procedures through the Board of Road Commissioners pursuant to Massachusetts General Laws, Chapter 85, Section 8, as amended.
- (f) Signs pertaining to public elections shall be allowed provided that none shall be erected earlier than sixty (60) days prior to the election and each shall be removed forthwith following the election, not to exceed five calendar days.

or take any action in relation thereto.

**ARTICLE 14.** To see if the town will authorize the Board of Selectmen to undertake the development and or disposition of town land situated on the southerly side of Pleasant Street behind the Post Office, acquired by deed of Nancy J. Finnegan, et al, recorded with the Middlesex North District Registry of Deeds at Book 10622, Page 236, or any portion of said land, in accordance with the provisions of the Mixed Use District amendment to the Zoning Bylaw enacted by vote under Article 24 of the Annual Town Meeting of May 10, 2004, or any other source of law, intending as part of such initiative to address and supply the need in the town for affordable housing as well as other forms of development, and in accordance with recommendations of the Mixed Use Development Committee, to the extent the Selectmen shall in their discretion determine these to be advisable, and further in conjunction with the advice and consultation of such Town Boards and Departments as shall have proper interest or jurisdiction regarding such an endeavor, intending by such a vote to authorize the Selectmen to solicit bids or proposals; determine the terms and conditions to be stated in such solicitations; determine the mode of disposition, whether by deed, lease, exchange of the subject real property for other real property, or a combination of any or all of said methods; execute and deliver deeds, leases or other necessary instruments in the event the Selectmen determine to transfer the property or a portion of it; enter into any contract or contracts; determine the nature, mix and proportion of the various modes of development to be sought; determine what limitations or restrictions shall be imposed in conjunction with the project; determine the disposition of the dwelling house situated on the premises (formerly the site of the temporary town hall); negotiate and determine the price to be exacted therefor; and otherwise to do all things reasonably necessary or ordered to these purposes; or take any action in relation thereto.

**ARTICLE 15.** To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of One (\$1.00) Dollar, or any other amount, to acquire, by purchase, eminent domain or otherwise, certain real property with any improvements thereon situated at 215 Pleasant Street, commonly known as the DeBarbian land, presently owned by the trustee of Salmon Brook Realty Trust, subject to a Life Estate in Mary A. DeBarbian, described in a deed of Mary A. DeBarbian recorded in Middlesex North Registry of Deeds Book 14024, Page 62, containing 3.92 acres more or less, and to determine whether such appropriation shall be raised by

borrowing or otherwise, it being intended that the action taken under this Article 15, if any, may be supplementary to or in lieu of action taken under Article 14, or take any action in relation thereto.

**ARTICLE 16.** To see if the Town will vote to authorize the Board of Selectmen to sell, transfer or otherwise convey certain town owned land situated on the southerly side of Pleasant Street behind the Post Office, acquired by deed of Nancy J. Finnegan, et al, recorded with the Middlesex North District Registry of Deeds at Book 10622, Page 236, or any portion of said land, intending by such a vote to authorize the Selectmen to negotiate the price and other terms and conditions of such a sale, to execute and deliver deeds or other instruments as are appropriate to the purpose, and otherwise to do all other things as are ordered to such purpose, it being intended that the action taken under this Article 16, if any, may be supplementary or in lieu of action taken under Article 14, or take any action in relation thereto.

**ARTICLE 17.** To see if the Town will vote to amend the Zoning Bylaw of the Town of Dunstable in Section 23. Mixed Use District, as follows:

- (a) By striking Section 23. D., subsection 1., thereof, in its entirety, and substituting therefor the following:

“ 1. The minimum area allocation for each dwelling unit shall be five thousand (5,000) square feet.”

- (b) By striking in its entirety Section 23, D. subsection 5. [pertaining to maximum number of dwelling units per building] and renumbering the remaining subsections accordingly in proper sequence.

or take any action in relation thereto.

**ARTICLE 18.** To see if the Town will vote to amend the Zoning Bylaw of the Town of Dunstable in Section 6.6., Development Regulation - Open Space Development, as follows:

- (a) By striking Section 6.6.3.(J) thereof in its entirety, and substituting therefor the following:

“6.6.3.(J) Dwelling units under this section may be in the format of attached housing, in whole or in part, in the discretion of the Planning Board, provided the Planning Board finds that development in such manner more effectively promotes the purposes of this Section, and subject in all events to such limiting terms and conditions as the Planning Board may require. In the event that attached multi-unit housing is implemented under this Section, the total number of units shall not exceed the number calculated pursuant to Subsection 6.6.3.(C), above, together with additional units created under the following Subsection 6.6.3.(K).

- (K) In addition to the number of dwelling units permitted under this Section, development may include Affordable Units, as defined in Section 6.7.5.(O) of this Bylaw, or within the meaning of Massachusetts General Laws, Chapter 40B, as

amended, or Regulations adopted thereunder, not to exceed twenty-five (25%) percent of the number calculated according to Subsection 6.6.3.(C), above, rounded to the nearest whole number. Furthermore, for each unit of affordable housing included pursuant the preceding sentence, there shall be added to the total number of housing units authorized pursuant Subsection (J) immediately above, as a density bonus (if requested by the applicant), one additional housing unit, unrestricted.”

or take any action in relation thereto.

**ARTICLE 19.** To see if the Town will vote to raise and appropriate or transfer from available funds the sum of Sixteen Thousand (\$16,000.00) Dollars, or any other amount, for the purpose of purchasing a generator system for the Emergency Operations Center site, or take any action in relation thereto.

**ARTICLE 20.** To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, the sum of One Hundred Six Thousand Five Hundred Eighty Nine Thousand Dollars and no Cents (\$106,589.00), or any other amount, for the construction and improvement to town roads of Chapter 246B of the Acts of 2003 State Reimbursement funds under G.L. Chapter 90, Section 34 Clause 127(A), or take any action in relation thereto.

**ARTICLE 21.** To see if the Town will vote to transfer Five Thousand (\$5,000.00) Dollars from the Cemetery Sale of Lots Account to the Cemetery Capital Expenditures Account, or taken any action in relation thereto.

**ARTICLE 22.** To see if the town will vote to raise and appropriate, or transfer from available funds, Ten Thousand (\$10,000.00) Dollars, or any other amount for the establishment of an account and future budget line item entitled, trails & sidewalks, or take any action in relation thereto.

**ARTICLE 23.** To see if the Town will vote to adopt the following bylaw concerning fees collected by town officers:

“All Town officers shall pay into the Town Treasury all fees received by them by virtue of their office, subject to such ordinary payments and disbursements as are authorized or required under the general laws.”

or take any action in relation thereto.

**ARTICLE 24.** To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of Twenty Two Thousand (\$22,000.00) Dollars, or any other amount for the purpose of constructing a playground at Larter Field, or take any action in relation thereto.

**ARTICLE 25.** To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of Three Thousand Seven Hundred Fifty (\$3,750.00) or any other amount, as the Town of Dunstable’s contribution toward the GDAY program at Groton Dunstable Regional School District, or take any action in relation thereto.

**ARTICLE 26.** To see if the Town will vote to authorize the Board of Health to enter into and/or extend a contract with any provider of household waste removal services, hazardous or otherwise, public or private, including by such vote the authority to enter into agreements under Massachusetts General Laws, Chapter 40, Section 4 and/or 4A, or any other provisions of law and the authority in behalf of said Board of Health to determine terms and provisions of any such agreements and whether the Town will vote to raise and appropriate any sum or sums to defray the cost of any such service or agreement, or take any action in relation thereto.

**ARTICLE 27.** To see if the Town will vote to authorize the use of a revolving fund for the next fiscal year pursuant to the authority of Section 53E1/2 of Chapter 44 of the General Laws, as established under Chapter 275 of the Acts of 1990, to be administered and expended by the Board of Health for the operation and maintenance of the solid waste facility/transfer station including the payment of wages or salaries of employees of such facility who are not full time employees of the Town, such fund to be funded by receipts collected for tags, stickers and recycling and other such permit fees appertaining to the use of the solid waste facility/transfer station, and establish the maximum dollar limit to be expended from such fund during the next fiscal year, or take any action in relation thereto.

**ARTICLE 28.** To see if the Town will vote to authorize the Board of Selectmen to enter into and/or extend a contract with any provider of dispatch and related services, public or private, including by such vote the authority to enter into agreements under Massachusetts General Laws, Chapter 40, Section 4 and/or 4A, or any other provisions of law and the authority in behalf of said Board of Selectmen to determine terms and provisions of any such agreements and whether the Town will vote to raise and appropriate any sum or sums to defray the cost of any such service or agreement, or take any action in relation thereto.

**ARTICLE 29.** To see if the Town will vote to authorize the use of a revolving fund for the next fiscal year pursuant to the authority of Section 53E1/2 of Chapter 44 of the General Laws, as established under Chapter 275 of the Acts of 1990, to be administered and expended by the Planning Board for engineering services and supervisory services related to subdivisions, special permits and site plans including the payment of wages or salaries of employees of the Town Engineer or any other engineering firm engaged by the Planning Board, who are not full time employees of the Town, such fund to be funded by receipts collected from engineering fees, and any other such permit fees appertaining to development of land as detailed by the Planning Board in their rules and regulations for subdivisions, and establish the maximum dollar limit to be expended from such fund during the next fiscal year, or take any action in relation thereto.

**ARTICLE 30.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the Stabilization Fund, which was established in accordance with Section 5B of Chapter 40 of the General Laws.

**ARTICLE 31.** To see if the Town will vote to allow the Board of Assessors to use any sum of Free Cash in the Treasurer's hands for the purpose of reducing the Tax Levy of 2006, or take any action in relation thereto.

On May 16, 2005 at 12:00 o'clock noon, at the Dunstable Public Library the following articles will be voted on:

To bring in their votes, all on one ballot, for the following officers and questions: for the term of one year: one Moderator, one Park Commissioner and two Constables; for the term of three years: one Selectman, one Assessor, one member to the Board of Health, one Town Treasurer, one Tax Collector, one Road Commissioner, one Tree Warden, one Member to the Groton-Dunstable Regional School Committee, one Trustee to the Public Library, one Cemetery Commissioner, one Water Commissioner, one Park Commissioner, one Commissioner of Trust Funds, and two members to the Advisory Committee; or the term of five years: one member to the Planning Board, one Commissioner to Expend Proctor & Parkhurst Trust Funds and one Commissioner to Expend Parkhurst Free Lecture Funds;

and

“Shall the Town of Dunstable be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bonds or other debt instruments issued by the Town of Dunstable for purchase of miscellaneous equipment including pumper truck and related equipment and communications for the Fire Department as described in Article 10 of the May 9, 2005, Annual Town Meeting? ”

Yes \_\_\_\_\_ No \_\_\_\_\_

And you are hereby directed to serve this warrant, by posting attested copies thereof, one at the Post Office and one at the Town Hall in said Dunstable seven days at least before the time of holding such Town Meeting.

**HEREOF FAIL NOT**, and make due return of this warrant, with your doings thereon, to the Town Clerk, at the time and place of the meeting as aforesaid.

Given under our hands this 19<sup>th</sup> day of April, in the year of our Lord, two thousand and five.

Robert Nelson  
Susan K. Psaledakis  
Ted Gaudette

I have served this warrant by posting attested copies thereof, one at the Post Office and one at the Town Hall \_\_\_\_\_ days before said meeting.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Constable